



This is a digital copy of a book that was preserved for generations on library shelves before it was carefully scanned by Google as part of a project to make the world's books discoverable online.

It has survived long enough for the copyright to expire and the book to enter the public domain. A public domain book is one that was never subject to copyright or whose legal copyright term has expired. Whether a book is in the public domain may vary country to country. Public domain books are our gateways to the past, representing a wealth of history, culture and knowledge that's often difficult to discover.

Marks, notations and other marginalia present in the original volume will appear in this file - a reminder of this book's long journey from the publisher to a library and finally to you.

Usage guidelines

Google is proud to partner with libraries to digitize public domain materials and make them widely accessible. Public domain books belong to the public and we are merely their custodians. Nevertheless, this work is expensive, so in order to keep providing this resource, we have taken steps to prevent abuse by commercial parties, including placing technical restrictions on automated querying.

We also ask that you:

- + *Make non-commercial use of the files* We designed Google Book Search for use by individuals, and we request that you use these files for personal, non-commercial purposes.
- + *Refrain from automated querying* Do not send automated queries of any sort to Google's system: If you are conducting research on machine translation, optical character recognition or other areas where access to a large amount of text is helpful, please contact us. We encourage the use of public domain materials for these purposes and may be able to help.
- + *Maintain attribution* The Google "watermark" you see on each file is essential for informing people about this project and helping them find additional materials through Google Book Search. Please do not remove it.
- + *Keep it legal* Whatever your use, remember that you are responsible for ensuring that what you are doing is legal. Do not assume that just because we believe a book is in the public domain for users in the United States, that the work is also in the public domain for users in other countries. Whether a book is still in copyright varies from country to country, and we can't offer guidance on whether any specific use of any specific book is allowed. Please do not assume that a book's appearance in Google Book Search means it can be used in any manner anywhere in the world. Copyright infringement liability can be quite severe.

About Google Book Search

Google's mission is to organize the world's information and to make it universally accessible and useful. Google Book Search helps readers discover the world's books while helping authors and publishers reach new audiences. You can search through the full text of this book on the web at <http://books.google.com/>

B 8459.2.20

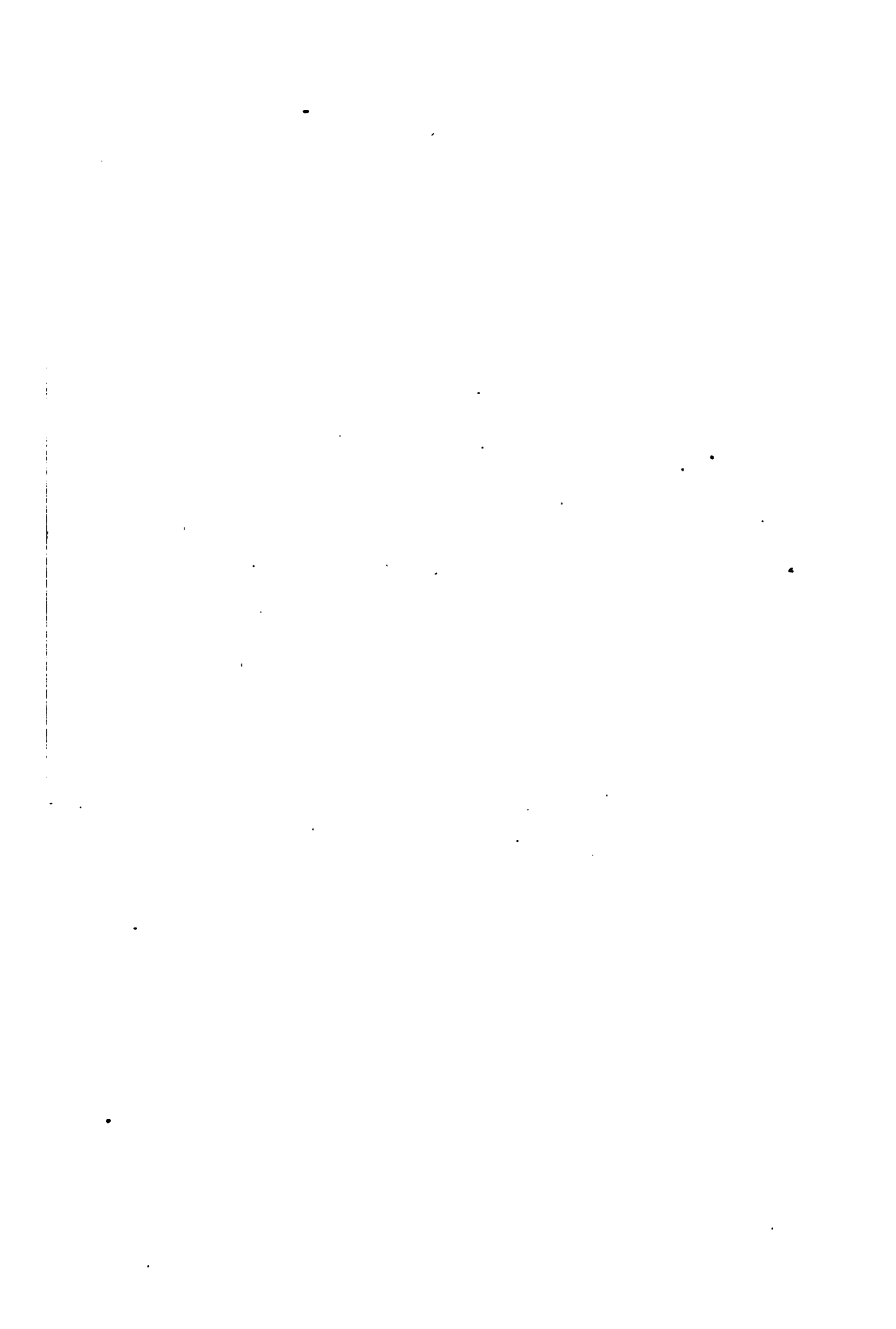


Harvard College Library

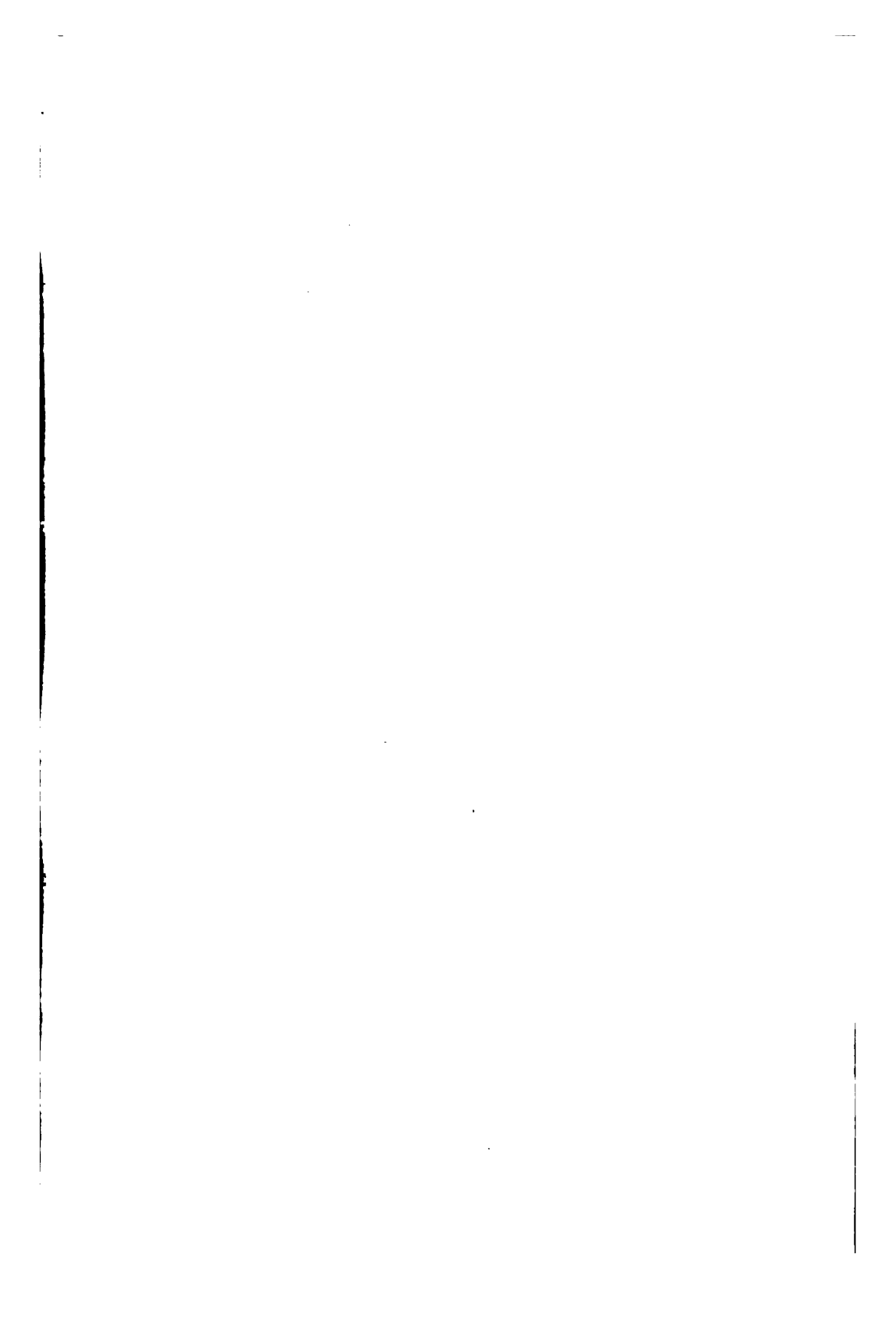
FROM

*Louisville Free
Public Library*











By *[Signature]*
1905

First Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

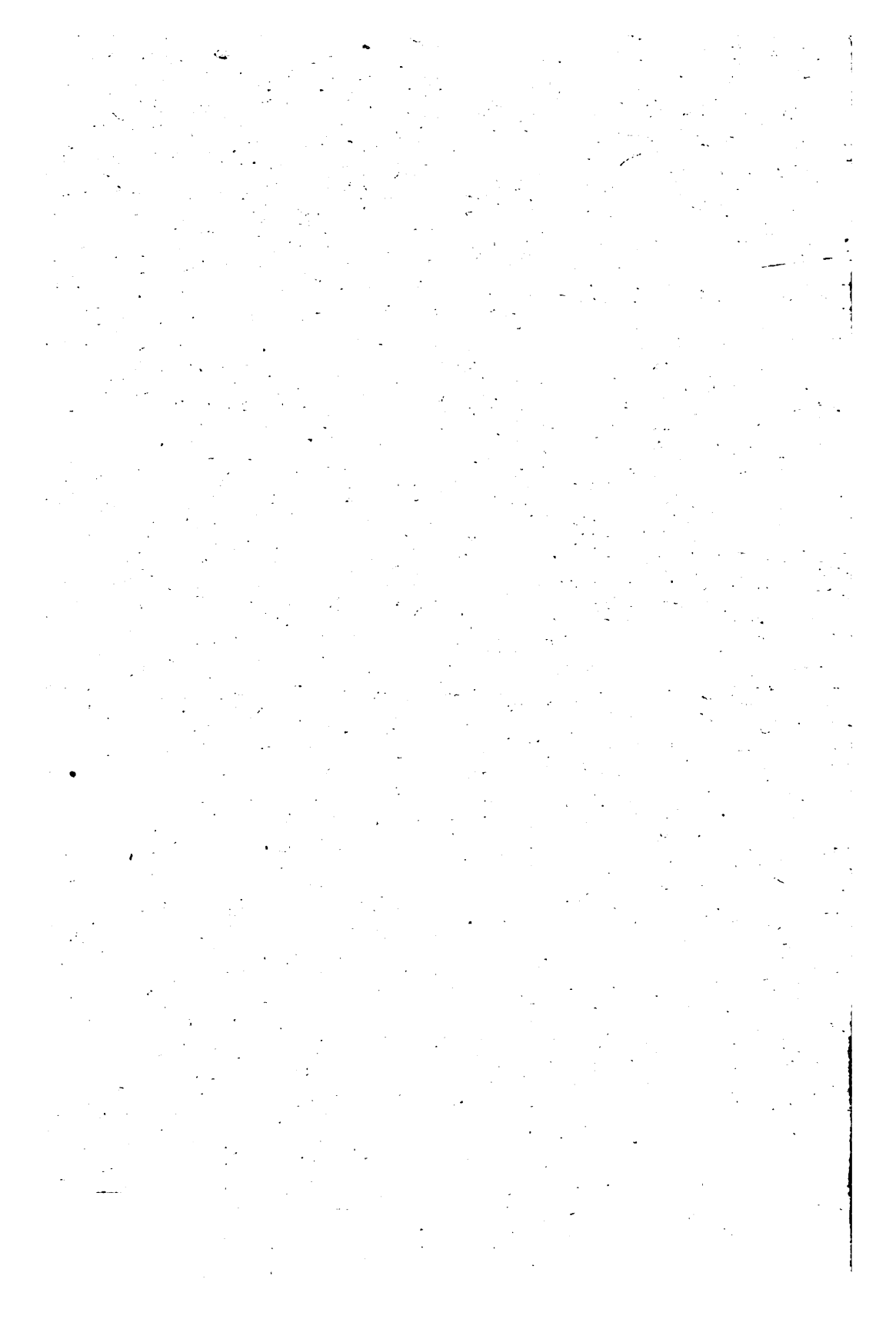
Louisville Free Public Library

FOR THE

Year Ending August 31

1905

Louisville Free Public Library
Louisville, Kentucky
1905



First Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

^{(Ky) -}
Louisville Free Public Library

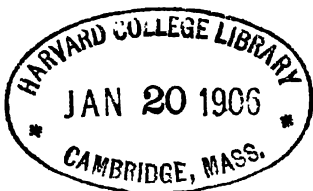
FOR THE

Year Ending August 31
1905

Louisville Free Public Library
Louisville, Kentucky
1905

B8459.2.20

✓



The Library

3734

CONTENTS

	PAGE
Trustees and officers.....	5
Library staff.....	7
President's report.....	9
Treasurer's report.....	13
Auditor's report.....	14
Librarian's report.....	14
Order department.....	18
Catalog department.....	23
Circulation department.....	28
Reference department.....	30
Children's department.....	34
Branches.....	35
Appendix :	
A Circulation statistics.....	40
B Floor plans present quarters.....	42
C Floor plans new building.....	43
D Contributors to fund for building site.....	46
E Gifts.....	48
F Periodicals and newspapers.....	49

ILLUSTRATIONS

	OPPOSITE PAGE
Catalog room.....	24
Open shelves.....	28
Reference room.....	32
Highland branch.....	36

BOARD OF TRUSTEES

Ex-officio

CHARLES F. GRAINGER, *Mayor of Louisville*

Term expires April, 1906

REUBEN POST HALLECK ARTHUR G. LANGHAM
OWEN TYLER

Term expires April, 1907

EDGAR Y. MULLINS EDWARD L. POWELL
ARTHUR M. RUTLEDGE

Term expires April, 1908

ROBERT W. BROWN J. A. OUCHTERLONY
BENNETT H. YOUNG

Term expires April, 1909

DONALD MACPHERSON JOHN STITES
NATHAN M. URI

LIBRARY STAFF

Librarian WILLIAM F. YUST
Assistant Librarian ANNIE V. POLLARD

Order Department

GEORGE T. SETTLE, *Head*

AMIE B. BRUNN JENNIE M. FLEXNER
MINNIE LUNN

Catalog Department

HARRIET B. GOOCH, *Head*

ROSALIE MUMFORD, *Classifier*

JENNIE O. COCHRAN MINNIE W. LEATHERMAN
ELLA HEFFERNAN MATTIE B. RATCLIFFE
EMMA B. KING FLORENCE TUCKER
HELEN LANIUS MAY W. WIGGINTON

Circulation Department

ANNIE V. POLLARD, *Head*

WILLIAM E. MORROW SADIE C. DOYLE
*M. A. THOMAS SUSAN FLEMING
FLORENCE BARLOW JESSIE M. TAYLOR
MRS. M. B. TYLER

Pages

FELIX ERMEN JAMES L. MCKINLEY

*Time divided between Circulation and Reference department

LIBRARY STAFF—Continued

Reference Department

MARILLA W. FREEMAN, *Head*

CAROLINE Q. FULLERTON

*MARY B. HUMPHREY

Children's Department

ADELINE ZACHERT, *Head*

Stenographer STELLA DEMBITZ

Attendant in Museum SUSIE B. SHANE

Janitor EUGENE CRUTCHER

Elevator WILLIAM FOSTER

Highland Branch

Branch Librarian MARY B. PRATT

SALLIE BERRYMAN

Colored Branch

Branch Librarian THOMAS F. BLUE

*Time divided between Circulation and Reference departments



REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its first annual report for the year ending August 31, 1905.

A library for our city had been under discussion for a number of years. Word had been received that Mr. Andrew Carnegie was willing to donate a large sum of money for a library building on condition that the city provide a site and agree to appropriate annually for maintenance a sum not less than ten per cent of the amount of the gift. In order to meet these conditions state and city legislation was necessary. Accordingly, as Mayor of Louisville, I transmitted to your honorable body in December, 1901, a message suggesting the appointment of a committee to secure such information and suggest such legislation and to map out such plans as might be required to secure a free public library commensurate with the demands of the people of the city. This committee did its duty, which resulted in a definite proposition from Mr. Carnegie and the enactment of the necessary state law, which was approved by the Governor March 21, 1902. This law provides for the establishment and maintenance of free public libraries in cities of the first class by resolution of the General Council, the Mayor to appoint twelve trustees for a term of four years each and the council to levy annually a library tax of two and one half to four cents per one hundred dollars.

The following is

MR. CARNEGIE'S LETTER

NEW YORK, January 18, 1902

MAYOR CHARLES F. GRAINGER, Louisville, Ky.

Dear Sir: Mr. Carnegie is delighted to hear that you have taken steps to obtain authority to tax the city for

support of free public library, and when the legislation is obtained he will be prepared to do for Louisville as he has for other cities. If Louisville pledges itself by resolution of council to support library at cost of twenty-five thousand dollars a year, and provides a suitable site, Mr. Carnegie will be glad to give two hundred and fifty thousand dollars for a free public library building.

Perhaps it may not be found advisable to spend it all upon a central building, but some stated portion for a branch library or two. Experience proves that the branch libraries are great aids to bringing the advantages of reading to the midst of the people.

Respectfully yours,

JAS. BERTRAM, *P. Sec'y*

In April, 1902, the General Council accepted this magnificent offer, declared its purpose to establish a library, and pledged the city to maintain it at a cost of not less than \$25,000 a year.

Trustees were appointed, and the first meeting held April 18, 1902. There has been no change in the Board since then, except through the death of Mr. Paul Caine and Bishop Thomas U. Dudley, who have been succeeded by Dr. E. Y. Mullins and Mr. Donald Macpherson.

Steps were then taken toward the acquisition of a suitable site, resulting in the purchase by May, 1903, of the splendid property on York Street fronting 240 feet on Fourth Avenue, 247 feet on Third Street, and 420 feet on York Street. The net cost of this plot of ground was \$110,225.52, of which \$16,905 was subscribed by sixty-seven citizens and firms, whose names are given in Appendix D, and the rest paid from the library fund. This fund had accumulated from a

1 cent levy in 1902, yielding.....	\$11,855 06
4 cent levy in 1903, yielding.....	47,971 09
4 cent levy in 1904, yielding.....	45,101 61
Total.....	<u>\$104,927 76</u>

In September, 1903, Mr. Anderson H. Hopkins, Assistant Librarian of the John Crerar Library of Chicago, was

chosen librarian. It was decided to employ the competitive system for the selection of an architect. Ten architects, five from Louisville, were invited to submit plans for a building on the lot described, but the competition was open to all. The Board appointed the firm of Pilcher and Tachau, of New York City, as architects.

The prospects then were that the city would still be without a library for several years until the new building could be completed. The library of the Polytechnic Society of Kentucky, then known as the Louisville Public Library, had long led a precarious existence, although it owned valuable property, including a lot and building on Fourth Avenue and some 65,000 volumes and much valuable museum material. The advisability of combining this library with the new library was manifest from the beginning. The necessary legislation was secured, and after a long series of discussions a ninety-nine year contract was executed in November, 1904, which provided for the merging of this old library into the Louisville Free Public Library.

This gave the new organization at once a home and a working collection of books on the fifth floor of the building referred to above and known as the Public Library Building. Plans were immediately drawn for \$10,000 worth of necessary alterations and equipment, work on which was begun January 1, 1905.

On this date Mr. Hopkins resigned to take charge of the Carnegie Library of Pittsburg. He was succeeded January 4, 1905, by Mr. William F. Yust, formerly Assistant State Inspector of Libraries of New York.

While the building alterations were in progress the organization of the new library staff was pushed forward with the utmost speed; the Polytechnic collection was roughly arranged for immediate circulation, and the large work of reclassifying and recataloging it according to modern methods outlined. At the same time the purchase and arrangement of new books was begun. In four months the rooms and a sufficient number of books were

ready, and on May 5 the library, efficiently officered in all departments, was thrown open to the public. From that day it has steadily grown in popularity and volume of work accomplished. A work big with possibilities for the future has been most auspiciously launched in our midst, and I bespeak for it your most careful and liberal consideration.

In January of this year a second offer of \$200,000 was received from Mr. Carnegie for branch libraries. This came as a result of strong efforts on the part of the Trustees and was accepted by them with the promptness and appreciation due such a magnificent offer. But the General Council has not yet taken the action necessary to make the gift available. We can not urge too strongly on your honorable body the importance of immediate and favorable action on this subject, which is of importance almost equal to that of the Main Library. One branch is already in successful operation in rented quarters, two others will be opened before the close of the calendar year, and urgent petitions for the establishment of branches have been received from two other prominent sections of the city.

Work on the new building was begun August 19 by the John Peirce Co. of Chicago, to whom the contract was awarded. The specifications call for the building to be finished in eighteen months. On its completion Louisville will possess a library up to date in all respects and worthy of one of the leading cities in the country.

The report of the Treasurer exhibits the financial condition of the institution, and the report of the Librarian describes in detail its organization and operations. These reports are submitted in accordance with law and commended to your perusal. Yours respectfully,

CHARLES F. GRAINGER
President of Board of Trustees

REPORT OF THE TREASURER

LOUISVILLE, KY., September 1, 1905

HON. CHARLES F. GRAINGER, President Board of Trustees
of the Louisville Free Public Library:

As Treasurer of the Louisville Free Public Library I
would respectfully report that during the current year I
have received the following sums:

Cash on hand September 1, 1904	\$546 64
From the City of Louisville in tax levy accounts—	
Year 1902	133 58
Year 1903	730 03
Year 1904	3,769 77
Year 1905	35,003 38
For ten months' rent Kaufman-Straus Co. at \$1,833.33 per month	18,333 30
From bills receivable and interest (M. E. Cruse)	826 90
Fines for books kept over time	188 31
Sale of old book case	6 00
From Andrew Carnegie on account of new building	10,000 00
From John Peirce Co. to secure compliance with bid	5,000 00

Total..... \$74,537 91

DISBURSEMENTS

Books and periodicals	\$12,846 22
Salaries	13,087 24
Repairs, improvements, light, heat, supplies, insurance, etc. . .	16,133 76
Paid Pilcher and Tachau, architects	6,003 20
Furniture and fixtures	2,048 07
Interest on mortgage debt to the Fidelity Trust Co.	8,820 00
Real estate	3,180 00
Excavation at new library	213 45
Balance on hand August 31, 1905	12,205 97

Total..... \$74,537 91

The general statement of the financial condition of the
Library is as follows:

RESOURCES

Cash on deposit in bank September 1, 1905	\$12,205 97
Books and periodicals purchased	13,371 47
Furniture and fixtures	2,042 07
Real estate	113,330 52
Account of building	213 45
Pilcher and Tachau	5,628 20

Total..... \$146,791 68

LIABILITIES

Andrew Carnegie	\$7,000 00
John Peirce Co	5,000 00
Investments <i>per contra</i>	134,791 68

Total..... \$146,791 68

JOHN STITES, Treasurer

REPORT OF THE AUDITOR

LOUISVILLE, KY., October 6, 1905

MR. JOHN STITES, Treasurer Louisville Free Public Library.

Dear Sir: In compliance with your instructions I have made a thorough audit and examination of every item of moneys received and paid out for the fiscal year ending with August 31, 1905.

All cash receipts have been traced as far as possible to original sources and again proven by deposits made by you in National Bank of Kentucky and all found in exact agreement. Every disbursement is fortified by an approved voucher and by check on bank depository duly endorsed by payee.

Cash balance \$12,205.97 in hand at close of year corresponds exactly with deposit to credit as shown by records of the bank. Very truly yours,

S. S. EASTWOOD

*Public Accountant and Auditor***REPORT OF THE LIBRARIAN**TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE
PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his first annual report for the year ending August 31, 1905.

The proposition of Mr. Andrew Carnegie to give \$250,000 for a public library building in the city of Louisville called forth state and city legislation under which the gift was accepted, trustees appointed and the Louisville Free Public Library incorporated. One year ago the library occupied three small rooms in an office building. The staff comprised the librarian and a stenographer. The library owned a lot and several hundred books. The Librarian and Trustees were principally occupied in preparing preliminary plans for a building and for opening several branches in different parts of the city. There was no

prospect for a central building short of three or four years which would be required to complete the new building.

To-day the library owns 70,000 volumes and is occupying ample and convenient quarters in its own centrally located property. It has one flourishing branch in operation and two others nearly ready to open. The present staff numbers thirty-two, who are administering a well organized free library with order, catalog, circulating, and reference departments in smooth running order and a children's department to open in a short time.

Polytechnic Merger. The chief factor in this transformation was the agreement which became effective November 1, 1904, by which there was merged into the Louisville Free Public Library the library of the Polytechnic Society of Kentucky, with its building worth \$400,000, 60,000 volumes of books, \$30,000 worth of paintings, \$30,000 worth of statuary, and \$30,000 worth of museum material, all of which were to be used for free library and museum purposes. It was conditioned also that the new library should give employment to the staff of the old library, consisting of the librarian, two assistants, and janitor.

The old library was located at 533-549 Fourth Avenue, on the fifth floor of a large business building owned by the library, the lower floors being occupied by a department store. The rear rooms on the library floor contained the books, while the larger central and front rooms were used mainly for exhibition and assembly purposes. Extensive alterations were made at a cost of \$10,000 to provide for the various departments of a modern free library, including delivery, reference, and children's rooms in front; stack room, open shelves, and study alcoves in the center; in the rear, administration offices, order and cataloging room, bindery and storage room for museum material. Two rooms were reserved for the members of the Polytechnic Society and the Chess Club. The shelf capacity at present is about 130,000 volumes. In Appendix B is given a diagram of the rooms as now arranged.

Smoke and soot from neighboring buildings is sometimes annoying to both readers and staff and damaging to books. But on the whole the present quarters are comfortable and will be fully adequate to our needs until the new building is completed. The many fine paintings and several valuable pieces of statuary have been used to good advantage in decorating the walls and alcoves. The reference and children's rooms are specially attractive. The card catalog, delivery desk, reference room, and newspaper alcove are readily accessible as soon as the library is reached. All the arrangements are well adapted to the prime consideration of service to readers.

New Building. Much careful work has been done by the members of the Building Committee and the Librarian in consultation with our architects, Messrs. Pilcher and Tachau. The latter were selected in a competition the program for which was written by Mr. Hopkins. After consultation with Messrs. Melvil Dewey and W. R. Eastman, the plans submitted in this competition were completely changed. The completed plans and specifications were approved in June. As finally adopted they are very satisfactory and justify the time spent on their preparation. Competitive bids were received August 9 and the contract awarded to The John Peirce Co. of Chicago. Ground was broken August 19, and it is hoped the building will proceed without delay. The floor plans are given in Appendix C. :3

Staff. Mr. A. H. Hopkins was elected librarian in September, 1903, and served until January 1, 1905, when he was succeeded by the present librarian. Under the merger agreement the four members of the old library staff were employed in the new organization. The time has been short for bringing together under the restrictions observed a staff of thirty-two, not including pages, janitors, and elevator boy. Applications for positions have been almost numberless, coming from people of widely varying degrees of fitness and unfitness. In the case of junior assistants, after interviews with the librarian and individual

members of the Board, a number of those best qualified were given a trial of two to four weeks and then selections were made from those who seemed most promising by reason of natural ability, education, age, and experience. Their previous occupations have been interestingly various; four came from the old library, one from the Highland Free Library, now our first branch, four from other libraries out of the city, three from book stores, one from a bindery, four had been teachers, two stenographers, one Y. M. C. A. secretary, and twelve had not been regularly employed. Of the total number sixteen have graduated from high schools, two from normal schools in addition to the high school, two from colleges, three from library schools, and eleven have not completed a high school course.

The requirements for admission to the staff should be clearly defined and faithfully observed. Library service to be most efficient should be established on the merit system, requiring candidates for positions to pass a reasonable examination, appointing only such as meet the required standard, assigning them to work for which they are best adapted, paying a salary commensurate with the character and value of the service performed, and promoting them according to demonstrated capacity.

Liberal regulations have been made for members of the staff, fixing the required amount of time at seven hours per day, with a half holiday every other week; giving four weeks' vacation to heads of departments and three weeks to all assistants; and granting time for attendance at meetings of state and national library associations.

The Trustees are to be congratulated on securing specially qualified persons for heads of departments. Of all the senior and junior assistants, one has had six weeks' special training in a summer school. If in some cases results do not seem large in proportion to the number of employes, it should be borne in mind that each department has thus far been practically a training school where the price of instruction is paid in diminished returns. Nevertheless the Board has been fortunate in obtaining

assistants who are showing fine enthusiasm and in some cases marked ability. They have proven eager to learn and willing to study. Several are planning to attend a library school. It will pay the library to consider seriously this desire for self-improvement. A small amount of regular instruction will enable assistants in the course of time to acquire a great deal of technical knowledge and increase their efficiency. During the coming year an effort will be made to supply in a measure this pressing want. The spirit of the staff is good. All are working together in harmony with the good of the library at heart.

ORDER DEPARTMENT

Here are centralized the entire purchasing activities of the library. Through it is ordered and received everything added to the library, including books, pamphlets, serials, pictures, furnishings, and supplies. This branch of expenditure affords a large opportunity for wasting money, whereas a competent buyer can annually save the amount of his salary for the library through careful and alert business management. The choice of Mr. George T. Settle for this important work was a good one. He has brought to it many years of experience in a book store and a thorough knowledge of business methods. In addition to this he is making a careful study of library methods peculiar to this department. His report follows:

Report of the Order Department

To the Librarian:

This report really covers only eight months, beginning January 1, 1905, when the department was organized. To make the report complete for the fiscal year, purchases of September to December, 1904, must be added:

1,625 volumes, received before January 1, 1905, costing.....	\$2,390 69
11,179 volumes, received since January 1, 1905, costing.....	11,947 75
134 pamphlets, received since January 1, 1905 costing.....	3 35
232 serials, received since January 1, 1905, costing.....	415 99
Binding since January 1, 1905.....	399 47
Total to August 31, 1905	<u>\$15,157 25</u>

The accession books of the Polytechnic Library, now the main library, to December 31, 1904, show 58,729 volumes, no record having been kept of books lost or discarded. The Highland Library at the time of its transfer contained 2,169 volumes. To these have been added since January 1:

Main Library	6,978 volumes, making total	65,707
Highland Branch	721 " "	2,890
Portland Branch	640 " "	640
Colored Branch	1,132 " "	1,132
Total accessions in Main and Branches to August 31		70,369

All orders are sent out on the library letter-head and letterpress copy retained. Book orders are issued in triplicate, the original going to book dealer and the other two (carbon copies) to Catalog Department, where one is sent to the Library of Congress for printed cards and the other kept for record.

All goods are received in this department and invoices checked. Record of invoices is kept in a book ruled for date, name of firm, articles sent, price, and remarks. Accounts are audited monthly and go to librarian with vouchers for action of Library Committee. If approved by the Board, voucher is mailed with check to firm for receipt to be returned to Treasurer's file. Invoices are returned by Treasurer and filed in the Department.

Orders for supplies and furniture as well as for books are made on request of heads of departments or branches with approval of librarian and proper committee. Supplies are kept in stock room and given out on requisition signed by heads of departments or branches.

The standard order slip is used in preparing book orders. Many of these are received from patrons recommending the purchase of books. If not approved formal notice is sent; if approved the patron is notified by printed postal when book is ready for circulation. Other orders originate with the librarian or heads of departments. On receipt of book additional entries are made on order slip, which then goes with book to Catalog Department and eventually becomes the official author catalog.

Books are collated sufficiently to discover any serious defects. To indicate ownership a perforating stamp is used and a small printed book plate giving only name of library and in case of reference books also class and book number. A plate with donor's name added is placed in gift books.

We use the condensed accession book of 5,000 lines, separate ones for each branch. This gives for each book the date of accessioning, author and title, place and publisher, year of publication, size, binding, source, price, and date of invoice. Record is made of any books rebound, transferred, lost, or discarded, so that a complete life history is given of every book. These changes are summarized at the end of each accession book for convenience in making reports.

Our record of serials is kept on cards. A card record is also kept of all gifts, which are acknowledged on printed postal or by special letter. For keeping record of books sent to bindery, we use a sheet of ten lines in book form, perforated, with extra page for carbon copy. The sheet gives name of binder, date sent, author and title, lettering, size of volume, style of binding, color of leather and side papers with price and date returned. A card record is kept of bound magazines, giving volumes in library, volumes in bindery, etc., so that a volume wanted may be easily located.

The three assistants in this department give sufficient help and are commended for faithfulness and work well done.

GEORGE T. SETTLE

Head of Order Department

Books. The books in the old library were a representative collection, with the usual proportions of good and bad that always accumulate in a library of its age and size. This applies to both their subject-matter and their physical condition. The collection is strong in history and biography and weak in science and arts. Many volumes of cheap fiction were entirely discarded and many

others had to be rebound before they could be used. The Trustees at the beginning of the year set aside \$15,000 for the purchase of books. In the expenditure of this amount an effort was made to supply considerable of what is currently published and most immediately in demand, but care was also taken to begin the building up of a large and well balanced reference collection adequate to the needs of students and scholars in every department. Standard literature, books of permanent value and lasting interest, have the strongest claim on the book fund.

Book order cards are freely distributed and readers are encouraged to recommend books for purchase. There has been a large response to this invitation. The Book Committee, which approves orders before the books are purchased, sometimes finds it impossible or inexpedient to comply with a request for a given book, but it welcomes suggestions and specific and discriminating criticism. Most of our books are bought through our local dealers, who have shown us courtesy and consideration.

No reference collection is complete without a full set of the bound magazines listed in Poole's Index, which makes them a mine of information. We are preparing a list of the many volumes lacking in our file and hope in the course of the year to do much toward completing the good beginning made in the old library.

Our set of government documents contains about 4,000 volumes but it is very much broken. It is now being carefully compared with the serial Check List issued by the Superintendent of Documents at Washington. As soon as this is completed efforts will be made to supply the missing volumes. With the publication of usable indexes to these documents, they are becoming more and more valuable for reference purposes.

Gifts. Grateful acknowledgment is made of all donations received. Every volume given receives a special book plate on which is inscribed the name of the donor.

By far the largest portion of the library as it stands

to-day consists of gifts, if the contribution of the Polytechnic Society be considered a gift, as it really is. Other friends of the library have appeared in gratifying numbers. A list of these with the number of volumes donated is given in Appendix E. Among the more noteworthy are Mr. R. W. Brown, Holland's Moth book, first gift to the library; Mr. Madison Cawein, thirteen volumes of his own works; Rabbi H. G. Enelow and ten associates, a set of the Jewish Encyclopædia in twelve volumes; Mrs. Dudley Haydon, eight hundred miscellaneous volumes as a memorial to her son, Sidney Johnston Haydon; the Highland Free Library, 2,172 volumes, which became our first branch; Col. Bennett H. Young, seventy-two volumes of the Jesuit Relations.

The Louisville daily papers, Anzeiger, Courier-Journal, Herald, Post, and Times are sending us copies for the main library and all branches. One copy of each is bound and preserved for reference.

The library desires to build up as complete a collection as possible of Louisvilliana. To this end we should have files of all journals of every sort published in the city. To buy and bind a copy of every one would entail an expense too great for consideration. If, however, these various publications are willing to coöperate in this matter to the extent of furnishing a bound copy of each volume as it is completed, the library will undertake to preserve and make them accessible. This has been done in the past with one or two of the daily papers and the result is that the library file is now more complete than the one in the newspaper office itself.

Binding and Printing. Thus far it has not been feasible to install a bindery, although provision was made for it in the building alterations. For the present our binding will be done by local firms. We have just begun the rebinding of a large number of books. Much mending and repairing is done by a skilled assistant. To date there has been printed, in addition to the various blanks and forms:

1. Programme for the selection of an architect.
2. Answers to questions submitted by competing architects.
3. Rules and information for borrowers.
4. State and city enabling acts, and by-laws of the Board of Trustees.
5. Specifications for new Carnegie Library Building.

The library is provided with an up-to-date duplicator which is used in making copies of outlines, circulars, book lists, formal replies in correspondence, etc. Fifty copies per minute can be made on this machine.

Lists of new books added to the shelves are regularly sent to the city newspapers, which have shown a marked interest in the library by printing them in excellent form.

We have purchased one thousand copies of the Newark, N. J., list of "A Thousand of the Best Novels," which will soon be issued as "Bulletin No. 1" of this library. The plan on which this list is issued is a practical illustration of the economy of coöperation between libraries. Unfortunately a number of these books are out of print.

CATALOG DEPARTMENT

Miss Harriet B. Gooch, a graduate of Pratt Institute Library School, resigned her position as assistant librarian in Portland, Oregon, to take charge of this department in her home city. The situation with which she was confronted was difficult and in some ways unique. With 60,000 volumes of the Polytechnic Library arranged according to an obsolete classification, cataloged with little method or plan and many not cataloged at all, with \$15,000 worth of new books coming in at once, with the Board and the public impatient for the opening of the library, she was given half a dozen girls, four of whom had never before heard of a card catalog and only one of whom had had even an hour's formal training for this most difficult and technical part of library work. It has been a hard task to get work under way on account of the very mag-

nitude of the undertaking. Nevertheless she has from the beginning planned it on broad lines and at the same time successfully systematized the mass of detail which centers in this department. Although planning for large things the aim has been to simplify catalog operations and dispense with unnecessary red tape.

The books in the old library were broadly classified and given a fixed location in glass cases in a closed stack room. An incomplete dictionary catalog had been kept for official use and partial finding lists had been printed for the use of borrowers. The new plan contemplates the reclassifying and recataloging of the entire collection with great care and fullness. It will require years to accomplish this and at the same time keep up with the new accessions to the library. Meanwhile the old books have been arranged on the closed shelves in broad classes and under these alphabetized by authors in order to make them available for circulation. The absence of a shelf mark makes them difficult to find and frequently tries the patience of both readers and attendants.

This library has been made one of the twenty-five depositories for the printed catalog cards of the Library of Congress. One copy of every card printed is sent to us free on condition that the cards be properly cared for and made accessible for public use. This will give us ultimately a complete author catalog of the Library of Congress, which will be of great value to investigators and to our own cataloging department.

The work in this department is slow. Some have thought it too slow, and naturally in these early stages of plan making it is slower than it will ever be again. The ordering and cataloging of a book is an expensive process, but the result is a system which keeps accurate record of the life history of every book and produces the great tool which makes the contents of these books available.



CATALOG ROOM



Report of the Catalog Department

To the Librarian:

During the past seven months 9,001 volumes have been cataloged, 602 of which were sent to the Highland Branch and 258 formed the nucleus of the Colored Library. 27,000 cards were filed in the main catalog and 1,346 in the branch catalog. The official catalog now consists of about 7,400 cards and the shelf list of about 6,500 cards.

Previous to taking up her own work, the head cataloger was engaged in accessioning and in checking up the 1,600 volumes purchased at the commencement of the library, in the work of organization, compiling of rules, outlining of blanks, etc.

Three assistant catalogers with some knowledge of the charging system were sent to the circulating department at its opening. For two months they served in that department and then returned to their own work.

The cataloging department was organized the first of February and consisted of seven untrained assistants and the head of the department. In May, Miss Rosalie Mumford, a graduate of the New York State Library School, was appointed to the position of classifier. An experienced mender repairs, labels, and pockets the books cataloged and also resews the loose leaves when the backs are in perfect condition. It was found expedient to give individual instruction to the assistants as we were under the necessity of producing immediate results. The general instruction consisted of half hour talks once a week.

There was before us the proposition of cataloging and preparing for public use, at the earliest possible moment, a library of some 60,000 volumes which were broadly classified on the shelves according to the Dewey decimal system, and of placing in the library the new accessions. It was decided to catalog the fiction before opening the library to the public and to circulate the non-fiction as it was, without a book number. By the first of May practically all the fiction had been cataloged. At present

about two thirds of the uncataloged volumes have been fitted with date slips and book pockets in accord with the Newark charging system. The attendant at the desk writes a temporary book card when one of these uncataloged books is taken from the library.

The form of catalog adopted is the card catalog, the author, title, and subject entries being arranged in one alphabet. At present we have in use two catalogs, each arranged in cases in a separate alphabet. One case contains all entries for fiction, all books purchased since October, 1904, and all books of the Polytechnic Society which have been recataloged. The other case contains cards for all other books which formerly belonged to the Polytechnic Society. As rapidly as these books are recataloged the entries are removed from this case.

The cards printed by the Library of Congress have been of inestimable value to us. We have received 27,049 cards, many of which have been ordered as duplicates to be used later in our branch entries. Our first order was for all fiction entries in the American Library Association Catalog of 1904, it being the intention that all works of fiction in that list and not then in our library should be purchased later. These cards were collated with the books on the shelves, and the books having cards were cataloged. Then the works of fiction published after 1898 were turned down on the shelves and the author cards from the old catalog sent as orders to the Library of Congress. Cards were made for the books then standing on the shelves. All other orders have been for recent accessions. When Library of Congress cards can not be obtained cards are written on the typewriters. The Smith Premier typewriter with the bi-chrome record ribbon was furnished with a narrow steel plate screwed to the roller. This holds the card firmly and permits the writing of a line very near the top. A small brad on the roller is used as a marker for the placing of the card, which by this device can be rapidly and uniformly inserted. Our library now receives a copy of every card printed by the Library of

Congress; that is, we have a complete author catalog of all books for which the Library of Congress has printed cards. This deposit catalog now comprises over 150,000 cards and is intended for public use as well as for that of the library assistants. In ordering cards for our 60,000 volumes of classed books and in the deciding of author entries, this catalog will be most valuable.

Only a small beginning has been made in the alphabeting of these cards, and arrangements should be made to have this catalog accessible as soon as possible in order that we may have the use of this valuable labor and time-saving tool.

The cataloging for the branches is all done at the main library. The call number is a duplicate of that in the main library, and the cataloging the same, with the exception that extra analytical entries are sometimes made for the branches. Order slips for the branch books are filed in the official catalog and the accession numbers with the distinguishing branch mark are added to the main shelf list. The official catalog and the shelf list at the main library contain entries for all volumes at the central library and at the branches.

The Highland Branch Library was organized before it became a part of the public library system. It possessed a card catalog in good condition for the classed books and also a shelf list. The latter unfortunately was on the smaller size cards. Two assistants spent two weeks in August in adjusting the call numbers and the subject headings and in making a main entry card and a shelf list card for the 733 works of non-fiction. The remainder of the work and the revising of the old cards will be done by the librarian in charge of that branch.

A retrospect of the past months impresses us with the fact that we have been conducting a small library training class rather than a cataloging department. The assistants have coöperated most enthusiastically in the work and we begin the new year with a well-organized department of faithful workers.

HARRIET B. GOOCH
Head of Catalog Department

CIRCULATION DEPARTMENT

This is the point where the library comes into closest contact with the public, where there is need of good management with capable assistants in order to insure quick and satisfactory service. There have been peculiar difficulties in inaugurating this work.

1. The need of attempting to make immediately available the 60,000 volumes of the Polytechnic Society, imperfectly classified and cataloged.

2. The necessity for beginning the work with a totally inexperienced staff, which it will require many months to fashion into the fullest efficiency.

3. The small number of books on the open shelves when the library was opened.

In default of the proper person on the staff and under great pressure on the part of the Board and the public for the opening of the library, Miss Freeman, the reference librarian, consented to undertake the organization of this department. It was well done in spite of the obstacles noted above and remained under her direction for two months. For keeping record of books circulated we have adopted what is known as the Newark charging system.

In June the assistant librarian, Miss A. V. Pollard, was placed permanently in charge of the circulation. As librarian of the Polytechnic Society for many years, she acquired a familiarity with its books and borrowers which is of great importance to her now. The position is one with large opportunities for usefulness, although it has many disadvantages. Where thousands of people are served daily there is naturally some criticism, both just and unjust. Much of the latter kind is due to the condition of the old library. The card catalog of these books is in one alphabet and call slips must be filled in a certain way. The card catalog of the new books and of old books re-cataloged is in another alphabet and call slips must be filled in another way. Many people are averse to



OPEN SHELVES

using any card catalog. To be unfamiliar with catalogs of whatsoever description and then to be required to look through two card alphabets to find a book, seems an imposition. If the book sought belongs to the old collection and a lengthy search is required to produce it or it is reported missing, then patience may be severely taxed on both sides of the delivery desk. But as the books are re-cataloged and the attendants become more proficient these difficulties will all disappear.

Open Shelves. At the right of the delivery desk shelf room has been provided for 8,000 volumes, where borrowers are freely admitted through a turnstile to a selected library of the best books on all subjects. Here the reader may browse among the shelves, examine books at leisure, and finally choose one or more to be taken home. Often he finds here more quickly what satisfies his wants, thus giving him greater pleasure in the use of the library. The plan has an administrative as well as educational value. A page is required on duty constantly to keep the books in order, and yet the library saves the time of at least two assistants. From the start it has been the most popular feature in the library. The number of books placed here was supposed to be great enough to take care of the demand expected, but the use of the library from the day of opening has been so much greater than any expectation that there have been times which threatened the actual emptying of the open shelves.

Rules for Borrowers. These have been printed in a postal sized pamphlet and are distributed at the registration desk. They are few and simple and consistent with the freest use of the library. Applications for library privileges must contain, besides name and address of applicant, his occupation, place of business and the signature and address of a person knowing the applicant. This person is not a guarantor but a reference. There is no age limit, but children under fourteen must have their application signed by parent or guardian and by their teacher, the former as guarantor, the latter as reference. Applications for library cards are to be renewed every five

years. Liberal provisions are made for non-residents and temporary residents.

The two-card system has been adopted, one for fiction, one for non-fiction, allowing two or more books at a time for two weeks with privilege of renewal; any number of volumes may be drawn for special study provided this does not interfere with the needs of other readers. Only one work of fiction may be taken at a time. New books in great demand may be kept only seven days, current periodicals four days. Summer privileges beginning June 1 allow several books on one card to be kept until September 1, subject to recall at borrower's expense. Books may be reserved twenty-four hours for borrowers on payment of one cent for postal card notice. In August 685 of these notices were mailed. The fine for books overdue is two cents per day.

The library is open daily from 9 a. m. to 9 p. m. The reading room is open Sundays from 2 to 6 p. m. During June, July and August the library closes at 8 p. m. The branch libraries open daily except Sunday at 2 p. m. and after that hour observe the same hours as the main library. On account of the heat the Sunday attendance during the summer months was not large enough to warrant Sunday opening.

Arrangements have been made with the City Health Officer whereby all cases of contagious disease are immediately reported to the library. Prompt notice is then sent for the disposal of library books if there are any at the given address. Circulation statistics are given in Appendix A.

REFERENCE DEPARTMENT

What was formerly the Assembly Hall, 28 by 62 feet, has been so decorated and furnished as to make it the handsomest room in the building. The choicest paintings of the Polytechnic collection are hung here; the shelves are filled with files of reference books and periodicals, dictionaries, encyclopædias, etc. There is also a large

collection of standard authors, the best edition in every case. These books do not circulate and are thus always at the command of the seeker. The light, the tables, the decorum maintained and the general tone of the room make it specially attractive for quiet reading and study.

The four alcoves on the north side of the stack room provide for the special student who may prefer greater privacy for more extensive and thorough research. The newspaper reading room is another adjunct to the reference department. Here twenty-nine dailies from all parts of the country are kept on file. Beginning with the earliest appearance of the newspapers in the morning and lasting until the library is closed, nearly all the seats are occupied.

Miss Marilla W. Freeman is in charge of this work. To a thorough university and technical training, she has added a wide experience in various libraries and resigned her position as head of the Carnegie Library at Davenport, Iowa, on account of the large possibilities here in this, her favorite branch. Here is represented the scholarly side of the library's work. Here will come the teacher, the minister, the serious student of every kind. The collection of ready reference books is being rounded out so that the most recent and accurate information can be speedily supplied on any subject desired. Special attention is given to the preparation of reference lists for students, woman's clubs and busy men. Where sufficient notice is given in advance, additional books will be purchased if necessary to complete the list. An extensive work with schools is being planned whereby pupils will be given an opportunity to become familiar with the methods and resources of the library.

Report of the Reference Department

To the Librarian:

With the valuable foundation collection for a reference department in the Polytechnic Library, together with the additions of newer works, the Reference Room now has upon its shelves 1,413 volumes of general reference works

and 1,933 volumes of bound magazines. The collection of special editions of standard authors, for use in the library only, numbers thus far 502 volumes, making a total of 3,763 volumes in the Reference Room. Several hundred additional volumes have been ordered for this department. The total given does not include the 2,741 volumes of the less used bound magazines, shelved on the upper floor of the stack room, nor the collection of public documents and valuable art reference works. There is much material in these collections and in the closed stack which with the increased space in the new building may be made more conveniently accessible in the Reference Room.

The bound magazine collection has been carefully checked for wants, and the work of completing the Poole sets is well under way. A popular and much used addition to the reference collection is the complete set of the books indexed in Granger's Index to Poetry and Recitations. A valuable working tool on technical subjects is the International Library of Technology in sixty-one volumes, recently added.

There are on file in the reading room and the newspaper alcove twenty-nine dailies, thirty-seven weeklies, and one hundred and twenty-three monthlies; of these fourteen are gifts. The length of this list is limited, in our temporary quarters, by the space for filing periodicals, but in selection the attempt has been made to meet the interests of as many classes of readers as possible and frequent additions are made as new demands make themselves known.

The number of visitors to the Reading and Reference Room for the four months from May 5, the date of opening, to August 31, has been approximately 10,508. This does not include the newspaper readers, as, on account of its location, it has not been possible to have close supervision of the newspaper alcove.

The extent and range of the questions asked daily of the reference department may be judged from the following topics taken at random from the notes of three days' work in August: Geographic distribution of foreign born



REFERENCE ROOM



population of the United States; Literary syndicates; Occupations as affecting health; Solomon's temple; Climate of Arizona; Grading of public schools; Specific gravity of whisky; Sanitary analysis of water; "The Fighting Bishop"; Piloting on inland rivers; Fluor-spar; Yellow fever; Kentucky duels and feuds; Diplomacy and law of the Isthmian canal; Poisons and antidotes; Medical missions; Analysis of alkali; San Jose scale; Haeckel and his work; Fees for foreign patents; Cecilia Beaux; Socialistic vote of 1888; Comparative rank of colleges for women; Statistics of the blind in Kentucky; Peace conference at Portsmouth; Land reservations of the United States.

If satisfactory material upon a given subject can not be found in the library, this lack is reported to the librarian and the effort made to supply the deficiency. Where this can not be done promptly, reference is given wherever possible to some source from which the desired information may be secured. Our wish is, to turn no one away from the reference department of the library without giving him either direct or indirect assistance upon the question he is investigating.

References upon subjects looked up are written upon catalog cards and filed alphabetically as a "reference index" in a cabinet near the desk. This is of value for future reference, since every question, no matter how unusual it may seem, is quite sure to come up again sooner or later.

During the summer some assistance has been given to clubs in the preparation of their programs, and one hundred and five reference lists have been prepared for clubs and individuals. These lists show the best material in the library upon the subject in hand and a duplicate copy of all such lists is kept on file in the reference room, thus making available for general use all work done. These lists have included such subjects as History of art, Good work in recent literature, Japan, China, France, and England, each subject being subdivided into a large number of minor topics, such as the history, art, literature, religion, etc., of the various countries mentioned.

A number of book lists have been prepared for publication in the newspapers and it is purposed to give to the papers in future weekly reading lists on timely subjects.

In addition to the use of reference books and magazines in the library, we have loaned during the four months reported for special use at home or in school one hundred and thirty-one reference books and magazines.

The staff of the reference department includes, in addition to the reference librarian, one assistant giving full time, and two assistants each giving half time to the department. All the assistants are familiarizing themselves rapidly with the resources of the library and are doing excellent work.

MARILLA W. FREEMAN
Head of Reference Department

CHILDREN'S DEPARTMENT

The educational opportunities in this field are so great and far-reaching that no effort will be spared to establish and maintain a high standard of excellence. With the children lies our chief hope for developing the reading habit and love of good books. Progressive libraries all over the country are keenly alive to this fact and are spending most liberally of their time and resources to give the children the best and in abundance. It is impossible to estimate the effect of this policy in one or two generations upon the intelligence, culture and character of the people of this country.

Strong efforts were made to secure the temporary services of a trained and experienced woman to organize the work here, but wide search revealed a striking scarcity of this class of librarians. The demand far exceeds the supply. Five libraries were at the same time seeking for one young woman just graduating from a training school for children's librarians.

In June Miss Adeline Zachert, a teacher of eight years' successful experience in the primary schools of the city,

was elected children's librarian, to begin work September 1. In special preparation for her new duties she spent her summer vacation visiting leading libraries and doing regular work in one of the Pittsburgh branches. Her qualifications by temperament and training bode well for the success of this department. It will be located in the old museum room, 28 by 40 feet, which is being beautifully finished and thoroughly equipped. The tables and chairs are of different heights, made to order and finished in Flemish oak. The line of shelving on the four walls is broken by an ample supply of bulletin boards. The tops of the shelves and the walls will be adorned with casts and a selection of first-class pictures. Hart's Morning Glory, a charming piece of statuary, will grace the corner for the smallest readers. About 2,500 volumes of the best juvenile books have been purchased and are being prepared for the shelves. A large collection of pictures will be added and circulated the same as books among children and teachers. It has been a misfortune that the work of this department has been so long delayed. To judge from their numerous inquiries the opening of this room in October will be a notable event for the boys and girls of the city.

BRANCH LIBRARIES

The Trustees early recognized that the extension of the library's work will depend largely upon the establishment of branch libraries judiciously located. The experience of other cities shows that the usefulness of a central library, after a certain point is reached, is largely limited by geographic conditions; that people will not come from the suburbs to the center; that the library must go to the outlying districts.

Branch libraries, while necessary, are, however, expensive to administer and it costs nearly as much to equip and maintain one in the center of 5,000 population as in the center of 40,000. Hence the first consideration in

locating a branch should be the number of people whom it will serve who are not naturally tributary to the central library. It should be placed where it will be most useful. Applying this criterion to the sites which have been tentatively considered, the Highland, Portland, Eighteenth and Broadway, the South Side, and Colored Branches have the best claims for consideration. Five such branches will involve an annual cost of \$15,000 and in new buildings each one will ultimately cost \$5,000 a year.

Certain wide-awake sections of the city are showing commendable zeal in their efforts to secure a branch library. Other and larger sections where libraries are more needed are putting forth no effort. Through the Progressive Club a lot has been presented to the Board for the erection of a branch library in Parkland. The citizens of Crescent Hill are also ready to furnish a site for this purpose.

In January, 1905, Mr. Andrew Carnegie offered to give \$200,000 on the usual conditions for branch library purposes. This offer was immediately accepted by the Trustees, but the City Council has never passed the resolution necessary to make the gift available. Meanwhile the Trustees can take no action.

The present status of our branches is as follows:

Report of the Highland Branch

To the Librarian:

In January, 1905, the Highland Branch Free Library, which had been in successful operation for three years and a half, became the first branch of the Louisville Free Public Library. It had donated its books and library equipment to that institution the previous year "in consideration of the establishment, equipment, and operation of a branch library in the vicinity of the Highland Free Library suitable to supply the need of the persons residing in said locality."

The vacant store on the northeast corner of Baxter and Highland Avenues, which had been leased December 1, was made attractive and comfortable by its beautiful



HIGHLAND BRANCH



new wall paper, a cork carpet, brass chandeliers for electric lights, cherry stained shelving, a gorgeous anthracite stove, and some genuine Library Bureau furniture at a total cost of \$550. The room with its attractive furnishings is much admired and highly appreciated; and, with the exception of Cave Hill Cemetery and Cherokee Park, is the most popular resort in the Highlands.

On Saturday morning, January 7, the books, numbering 2,100, seventy having been worn out and lost, were moved from their old quarters in the office of the street car company, across the street to the new room by some athletic students and the library was opened that afternoon at the usual hour without ceremony.

The most notable events in the nine months' life of the Highland Branch have been: 1st, the temporary deposit in this branch of books on the life of Thomas Jefferson for consultation by students in the public schools who were writing essays for the prizes offered by the Jefferson Monument fund; 2nd, the children's story hour held every Saturday afternoon at five o'clock to induce children from six to twelve years of age to become interested in a good class of literature; 3rd, a short call from two of the Library Trustees; and 4th, the encouraging words and smile of the chief librarian.

The patronage from the people in this locality, especially from girls who are employed during the day, is large in proportion to the number of books, there being 2,440 books in the room and not less than 500 of them in constant circulation.

The magazines in their red covers are one of our most attractive features, the most popular of which are the *Scientific American* and *St. Nicholas*.

We have recently had printed lists of books called "Stories that men like" and "Books for girls," which are of great assistance to those who are not familiar with our books and find it difficult to make a selection. We hope soon to have lists for each grade in the schools, and also lists on special subjects.

Subscriptions are now being made for the purchase

of a lot suitable for a new building, and we hope during the next month to have the desired amount, \$5,000, subscribed, and some time during the coming year to see our new building begun, if not completed.

Respectfully submitted

MARY B. PRATT

Branch Librarian

Colored Branch

One of the first subjects ever considered by the Trustees was the establishment of a separate library for the 40,000 colored people of the city. After considerable difficulty three rooms on the first floor of a private house were rented at 1125 West Chestnut Street. Alterations and furnishings are now in progress. Neither trouble nor expense will be spared in equipping this library as it will be more than a branch. As soon as a thousand volumes are ready for circulation it will be opened, which will be about the middle of September. A lot has been purchased on the southwest corner of Tenth and Chestnut Streets on which a permanent building is to be erected.

Portland Branch

No steps have been taken to secure a site, but ample temporary quarters have been rented in a large store-room at Twenty-sixth and Portland Avenue. Shelving and other furnishings will be completed in a short time; the first order of books has been received and it is hoped that the branch may be ready for work in November.

During a period of illness the librarian had the personal assistance of Mr. J. I. Wyer, Jr., Librarian of the University of Nebraska and Secretary of the American Library Association. His help was invaluable in a trying time and the library is indebted to him for some excellent features.

The Trustees have taken a keen interest in the operations and advancement of the library. Whatever success has been attained has been made possible by their wisdom and liberality. For their courtesy and forbearance and for the manifestations of interest from the many friends of the institution the librarian is deeply grateful.

Respectfully submitted

WILLIAM F. YUST
Librarian

APPENDIX A'
CIRCULATION STATISTICS
Main Library

	May	June	July	August	Total	Percent- age
General Works	7	9	2	10	28
Philosophy	47	79	106	93	325	.006
Religion	43	73	79	98	293	.006
Sociology	125	142	170	188	625	.012
Philology	6	10	4	8	28
Science	110	138	156	219	623	.012
Useful Arts	40	100	103	117	360	.007
Fine Arts	119	168	170	181	638	.013
Literature	324	429	431	420	1,604	.031
History	271	260	301	271	1,103	.021
Travel	112	197	224	251	784	.015
Biography	218	282	308	277	1,085	.02
Fiction	7,498	10,409	12,169	13,262	43,338	.836
Foreign Books	6	30	60	37	133	.003
Current Periodicals	102	191	265	338	896	.017
Total	9,028	12,517	14,548	15,770	51,863
Daily Average	429	481	582	584	519

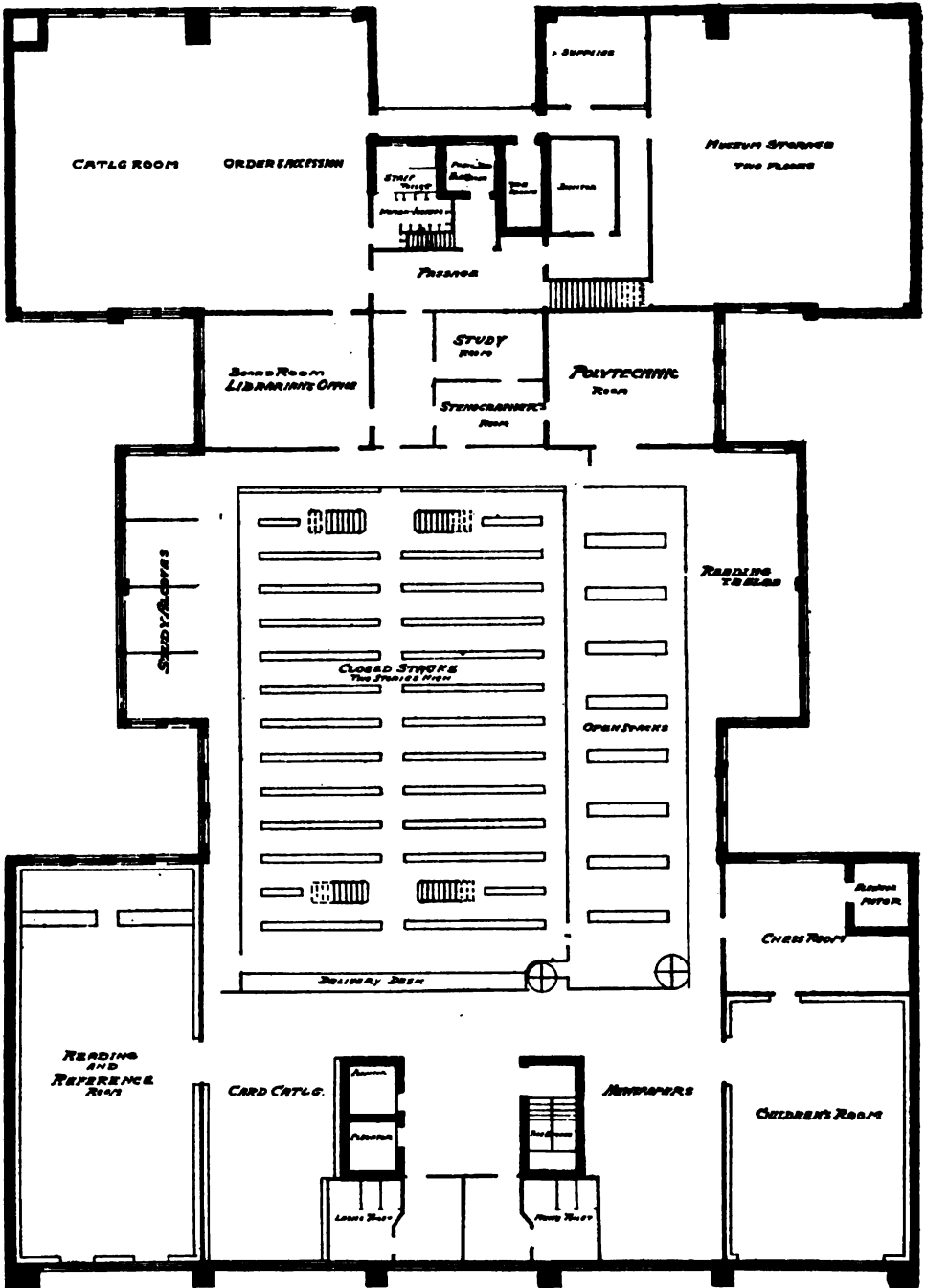
APPENDIX A-Continued

Highland Branch

Circulation Statistics for Eight Months, January 1 to August 31, 1905

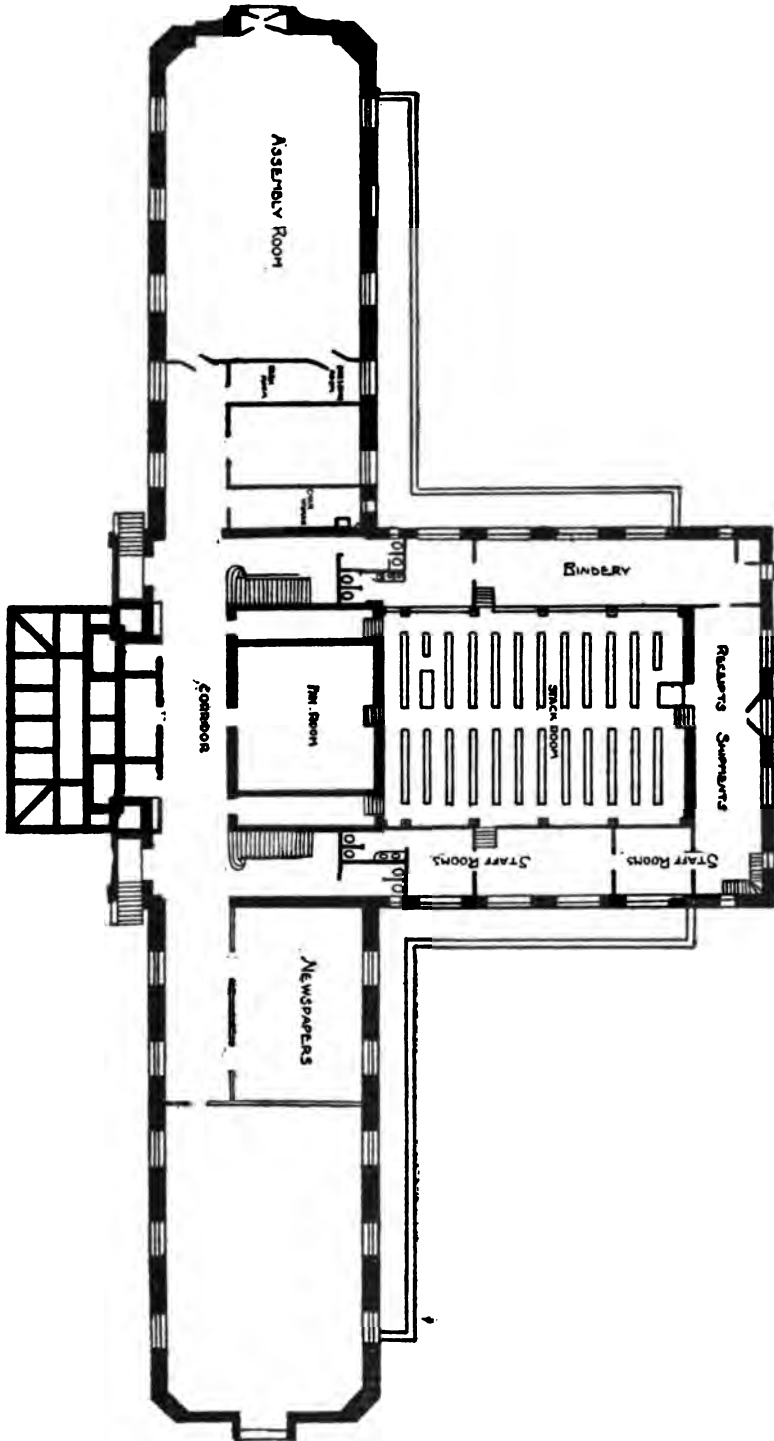
	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Total	Per-centage
General Works			6	2				3	11
Philosophy			1		2		3	4	10
Religion	2	7	6	4	9	17	5	24	74	.004
Sociology	15	9	23	26	46	29	17	37	202	.011
Philology		2	1					3	6
Science	30	15	28	29	27	30	23	18	200	.011
Useful Arts ...	6	8	10	4	16	18	11	18	91	.005
Fine Arts	3	3	3	2	15	10	8	23	67	.003
Literature	36	43	63	40	60	34	43	37	356	.02
History	46	120	122	98	90	46	52	63	637	.036
Travel	12	20	18	14	31	28	33	31	187	.010
Biography.....	40	39	34	29	52	26	32	28	280	.016
Fiction	1,709	1,872	2,107	1,945	2,397	1,955	1,798	1,938	15,721	.88
Total	1,899	2,138	2,422	2,193	2,745	2,193	2,025	2,227	17,842
Daily Average	73	89	89	84	100	84	78	82	85

APPENDIX B



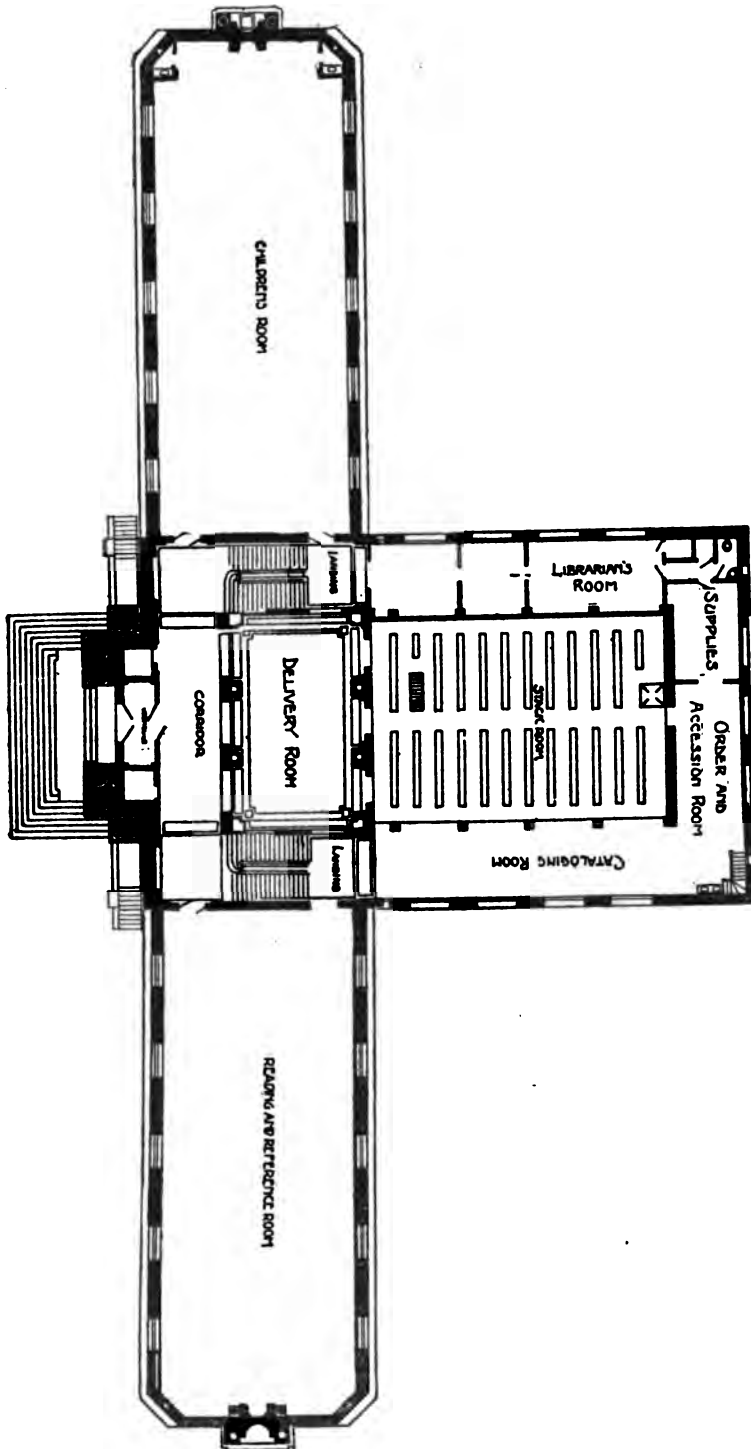
TEMPORARY QUARTERS.
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX C



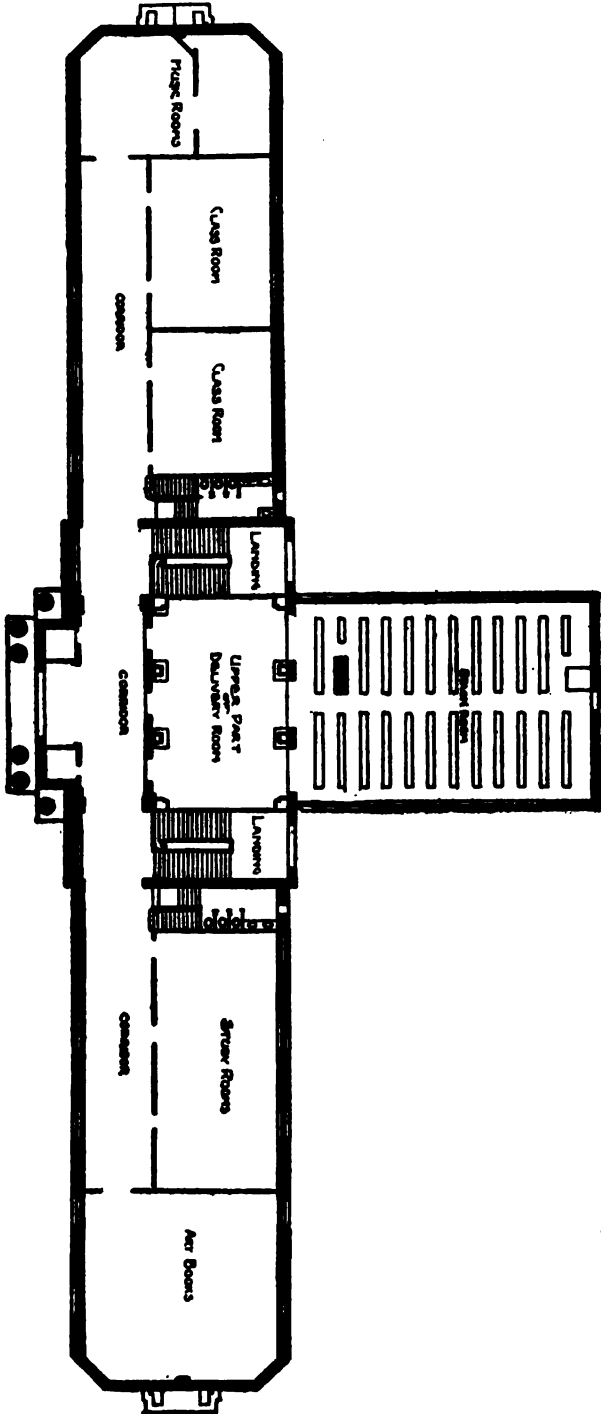
BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX C—Continued



FIRST FLOOR
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX C—Continued



SECOND FLOOR
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX D

Contributors to Fund for Building Site

LOUISVILLE COURIER-JOURNAL Co	\$2,500 00
EDWARD R. FERGUSON	1,000 00
N. M. URI	1,000 00
CHARLES F. GRAINGER	500 00
J. B. SPEED	1,000 00
HARRY WEISSINGER	500 00
THEODORE HARRIS	100 00
G. W. NORTON	500 00
FRED HOERTZ	100 00
C. C. MENGEL	250 00
NATIONAL BISCUIT CO	100 00
W. E. CHESS	100 00
KENNETH McDONALD	25 00
WM. SHRYOCK	25 00
J. W. GAULBERT	500 00
GEO. GAULBERT	500 00
CAPT. W. F. NORTON	500 00
SAM CULBERTSON	100 00
AARON KOHN	100 00
JAS. E. DORLAND	100 00
LOUIS SEELBACH	100 00
JAMES ROSS TODD	100 00
JOHN T. WILLIAMS	200 00
"A FRIEND"	100 00
ALLEN HITE	100 00
ROBERT W. BROWN	100 00
SHACKELFORD MILLER	50 00
JOSEPH McWILLIAMS	100 00
J. A. OUCHTERLONY	250 00
ARTHUR G. LANGHAM	100 00
E. L. POWELL	100 00
S. ZORN	100 00
OWEN TYLER	100 00
P. S. WALSH	50 00
EX. NORTON (N. Y.)	25 00
JOHN COLEMAN	250 00
W. J. ABRAM	100 00
BISCOE HINDMAN	100 00
R. W. BINGHAM	50 00
CHAS. B. NORTON	100 00
W. W. DAVIES	50 00

APPENDIX D-Continued

PAUL C. BARTH	\$50 00
W. H. SLAUGHTER, JR	100 00
JOHN M. SETTLE	50 00
DR. M. K. ALLEN	50 00
CHAS. C. VOGT	100 00
"A FRIEND" (B. H. Y.)	200 00
M. J. DUFFY	100 00
A. N. STRUCK	100 00
ASHER G. CARUTH	100 00
KAUFMAN, STRAUS & Co	200 00
I. F. WHITESIDES	100 00
R. E. WATHEN & Co.	100 00
THEO. AHRENS, JR	100 00
AHRENS & OTT MFG. Co.	100 00
BASIL DOERHOEFER.....	3,000 00
W. L. WELLER & SONS	100 00
D. M. GOODWYN	50 00
W. W. HITE	100 00
W. L. WELLER, JR	50 00
FRANK BRAY	100 00
D. MESCHENDORF	50 00
JOHN W. BARR, JR	100 00
HERMAN STRAUS	100 00
JESSE MOORE-HUNT Co.	50 00
DR. T. H. BAKER	25 00
J. A. LEATHERS.....	5 00
TOTAL.....	\$16,905 00

APPENDIX E

Gifts

	Volumes	Pamphlets
ALEXANDER, REV. GROSS.....	2	2
ALWARD & Co	1	
BEREA (KY.) COLLEGE.....		1
BLATZ, ANNA W.....	1	
BROWN, R. W.....	2	
CARNEGIE LIBRARY, PITTSBURGH.....		3
CAWEIN, MADISON J.....	13	
CHICKERING & SONS.....	1	
CITY OF LOUISVILLE.....	2	
COTTER, JOSEPH S.....	2	
DALRYMPLE, MRS. J.....	3	
DURRETT, R. T.....	1	
ENELOW, H. G., AND.....	10	
ADLER, C. L.....		
BERNEHM, I. W.....		
BLOCK, N. I.....		
KAHN, E. M.....		
LEVY, F.....		
LEVY, H.....		
MOSES, J. E.....		
SACHS, E.....		
SACHS, M. A.....		
URI, N. M.....		
FINCK, BERT.....	2	
FISHBACK, A. C.....	4	
FLICK, L. F.....	1	
GEOGRAPHICAL SURVEY.....	1	
HALLECK, PROF. R. P.....	1	
HAYDON, MRS. D.....	800	
HEADY, MORRISON.....	5	
HIGHLAND FREE LIBRARY.....	2172	
HOWELL, W. O.....	1	
JOHNSON, MISS.....	1	
KANSAS CITY PUBLIC LIBRARY.....		1
LINDSAY, D. W.....	2	
MCCARTHY, MRS. J. W.....	1	
MCCLELLAN, G. M.....	2	
MESSENGER, LILLIAN R.....	4	
MORSE, L. D.....	1	
NEW ORLEANS HISTORICAL SOCIETY.....		1
NEW ORLEANS PICAYUNE.....		1
PATTERSON-DAVENPORT SCHOOL.....		1
SCOTT, C. F.....		1
SCHUYLER, P. L.....	1	
SHELTMAN PUBLISHING Co.....	3	
SHERMAN, C. E.....	1	
SMITHSONIAN INSTITUTE.....		1
STEVENS, C. E.....	1	
TAYLOR, A. R. & Co.....	1	
UNION PRESS.....	2	
UNIVERSITY OF CHICAGO.....	1	
UNIVERSITY OF CINCINNATI.....	1	
WILSON, H. W.....		1
YOUNG, COL. BENNETT H.....	74	
YUST, WM. F.....	14	1

APPENDIX F

Periodicals Received Regularly

Amateur Work	Deutsche Rundschau
American Architect & Building News	Dial
American Boy	Eclectic Magazine
American Catholic Quarterly Review	Edinburgh Review
American Geographical Society Bulletin	Education
American Historical Review	Educational Review
American Homes & Gardens	Electrical World & Engineer
American Journal of Science	Elementary School Teacher
American Journal of Sociology	Engineering & Mining Journal
American Journal of Theology	Engineering Magazine
American Law Review	Engineering News
A. L. A. Book List	English Illustrated Magazine
American Naturalist	Etude
American Statistical Association Publications	Everybody's Magazine
Annals of American Academy of Political and Social Science	†Farmer's Home Journal
Architectural Record	Fliegende Blaetter
Arena	Fortnightly Review
Army and Navy Register	Forum
Art Journal	Gartenlaube
Athenæum	Gentleman's Magazine
Atlantic Monthly	Geographical Journal
Babyhood	Good Government
Biblical World	Good Housekeeping
Birds and Nature	Harper's Bazar
Blackwood's Magazine	Harper's Monthly
Booklover's Magazine	Harper's Weekly
†Book Buyer	Harvard Graduates' Magazine
Bookman	†Herald of the Cross
British Weekly	House Beautiful
Brush and Pencil	Illustrated London News
Canadian Magazine	Independent
Cassier's Magazine	International Quarterly
Century Magazine	International Studio
Chautauquan	Johns Hopkins' University Studies
†Christian Herald	Journal of American Folk-Lore
†Christian Observer	Journal of Franklin Institute
†Christian Science Journal	†Journal of Outdoor Life
†Christian Science Sentinel	Judge
Collier's Weekly	Kentucky Law Reporter
†Colorado Graphic	Kindergarten Magazine
Commons	Ladies' Home Journal
Confederate Veteran	Leslie's Weekly
Contemporary Review	Library Index
Cosmopolitan Magazine	Library Journal
Country Calendar	Life
Country Life in America	Lippincott's Magazine
Craftsman	Literary Digest
Critic	Littell's Living Age
Cumulative Book Index	Little Folks
Cumulative Book Review Digest	London Graphic
Current Literature	London Quarterly Review
Delineator	†Louisiana Planter
	†Lyceumite
	†Masonic Home Journal
	McClure's Magazine
	Manual Training Magazine

APPENDIX F—Continued

- | | |
|--|----------------------------------|
| Masters in Art | †Shelby Sentinel |
| Masters in Music | Smart Set |
| Missionary Review of the World | †Southern Farm Gazette |
| Munsey's Magazine | Spectator |
| Musical Courier | †Spencer Courier |
| Nation | †Suggestion |
| National Magazine | Sunday School Times |
| National Review | Ueber Land und Meer |
| Nature | †Western Recorder |
| †New Century Path | Westminster Review |
| New England Historical and Genealogical Register | William & Mary College Quarterly |
| New England Magazine | Work with Boys |
| Nineteenth Century | World To-day |
| North American Review | World's Work |
| Outing | Youth's Companion |
| Outlook | |
| Out West | |
| Overland Monthly | |
| †Patent Office Gazette | |
| Pedagogical Seminary | |
| Philosophical Review | |
| Political Science Quarterly | |
| Popular Astronomy | |
| Popular Science Monthly | |
| Power | |
| Psychological Review | |
| Public Libraries | |
| Public Opinion | |
| Publishers' Weekly | |
| Puck | |
| Punch | |
| Quarterly Journal of Economics | |
| Quarterly Review | |
| Readers' Guide to Periodical Literature | |
| †Reader Magazine | |
| Records of the Past | |
| Review of Reviews | |
| Revue des Deux Mondes | |
| St. Nicholas | |
| Saturday Evening Post | |
| Saturday Review | |
| School Review | |
| Science | |
| Scientific American | |
| Scientific American Supplement | |
| Scottish American | |
| Scribner's Magazine | |
| Sewanee Review | |

Newspapers

- | |
|-----------------------------|
| Atlanta Constitution |
| Boston Transcript |
| Brooklyn Eagle |
| Chicago Record-Herald |
| Cincinnati Enquirer |
| †Cleveland Citizen |
| Cleveland Plaindealer |
| Houston Post |
| Indianapolis News |
| Kansas City Star |
| Kansas City Times-Star |
| †Knoxville Sentinel |
| †Louisville Anzeiger |
| †Louisville Courier-Journal |
| †Louisville Herald |
| †Louisville Post |
| †Louisville Times |
| Memphis Commercial-Appeal |
| New Orleans Democrat |
| New York Herald |
| New York Times |
| Philadelphia Public Ledger |
| Pittsburg Post |
| Richmond Times-Despatch |
| Rocky Mountain News |
| St. Louis Globe-Democrat |
| St. Paul Pioneer Press |
| San Francisco Chronicle |
| Springfield Republican |
| Washington Star |

†Gifts

119

82459.220

Second Annual Report

OF THE



BOARD OF TRUSTEES

OF THE

Louisville-Free Public Library

FOR THE

Year Ending August 31

1906

Louisville Free Public Library

Louisville, Kentucky

1906



Second Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

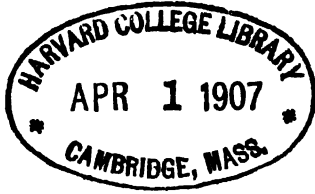
Louisville Free Public Library

FOR THE

Year Ending August 31

1906

Louisville Free Public Library
Louisville, Kentucky
1906



The Library

CONTENTS

	PAGE
Trustees and officers	4
Libraries, location and hours	6
Library staff	7
President's report	9
Treasurer's report	15
Auditor's report	17
Librarian's report	18
Order department	28
Catalog department	35
Circulation department	41
Reference department	45
Children's department	51
Branches	55
 Appendix:	
A Attendance statistics	66
B Circulation statistics	67
C Book and binding statistics	73
D Accession statistics	74
E Catalog statistics	75
F Gifts	76
G Periodicals and newspapers	78
H New building floor plans	81
I Highland branch floor plans	84
J Colored branch floor plans	86

ILLUSTRATIONS

	FACING PAGE
Children's room	52
Children's room	54
Portland branch	58
Colored branch	64

LOUISVILLE FREE PUBLIC LIBRARY

Authorized by the General Assembly of the Commonwealth of Kentucky, act approved 21 March 1902; established by resolution of the General Council of the City of Louisville 12 April 1902; consolidated with the Louisville Public Library of the Polytechnic Society of Kentucky under act of the General Assembly approved 16 March 1902, contract signed 1 November 1904.

BOARD OF TRUSTEES

Ex-Officio, Term Expires November 1909

PAUL C. BARTH, *Mayor of Louisville*

Term Expires April 1907

EDGAR Y. MULLINS EDWARD L. POWELL
ARTHUR M. RUTLEDGE

Term Expires April 1908

ROBERT W. BROWN *CHESTER A. MAYER
BENNETT H. YOUNG

Term Expires April 1909

DONALD MACPHERSON JOHN STITES
NATHAN M. URI

Term Expires April 1910

REUBEN POST HALLECK ARTHUR G. LANGHAM
OWEN TYLER

*Appointed 18 November 1905 to succeed Dr. J. A. Ouchterlony who died 9 October 1905

OFFICERS

<i>President</i>	PAUL C. BARTH
<i>Vice-President</i>	BENNETT H. YOUNG
<i>Secretary</i>	ROBERT W. BROWN
<i>Treasurer</i>	JOHN STITES

Executive Committee

JOHN STITES	ROBERT W. BROWN
OWEN TYLER	

Building Committee

OWEN TYLER	EDGAR Y. MULLINS
ARTHUR G. LANGHAM	ARTHUR M. RUTLEDGE

Finance Committee

JOHN STITES	EDWARD L. POWELL
CHESTER A. MAYER	NATHAN M. URI

Library Committee

ROBERT W. BROWN	DONALD MACPHERSON
REUBEN POST HALLECK	BENNETT H. YOUNG

The President of the Board is ex-officio a member of every committee. The Trustees meet regularly on the second Wednesday in each month.

THE LIBRARIES

Location and hours

MAIN LIBRARY, 533-549 FOURTH AVENUE, FIFTH FLOOR

Opened 5 May 1905

Hours: 9 a. m. to 9 p. m. week days, 2 to 6 p. m. Sundays

WILLIAM F. YUST, *Librarian*

HIGHLAND BRANCH, CORNER BAXTER AND
HIGHLAND AVENUES

Opened 7 January 1905

Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays

MISS MARY B. PRATT, *Branch Librarian*

PORTLAND BRANCH, 2611 PORTLAND AVENUE

Opened 18 December 1905

Hours: 2 to 9 p. m. daily including Sunday

MISS JENNIE O. COCHRAN, *Branch Librarian*

COLORED BRANCH, 1125 WEST CHESTNUT STREET

Opened 23 September 1905

Hours: 2 to 9 p. m. daily including Sunday

THOS. F. BLUE, *Branch Librarian*

Sunday opening is for reading and reference only and not for the circulation of books. During June, July and August all the libraries close at 8 p. m. The libraries are open on legal holidays for the same hours as on Sundays except on New Year's Day, Fourth of July, Thanksgiving and Christmas.

LIBRARY STAFF

<i>Librarian</i>	WILLIAM F. YUST
<i>Assistant Librarian</i>	ANNIE V. POLLARD
<i>Stenographer</i>	STELLA DEMBITZ
<i>Museum Attendant</i>	SUSIE B. SHANE
<i>Elevator</i>	C. B. HENRY
<i>Janitor</i>	EUGENE CRUTCHER
<i>Assistant Janitor</i>	TOM HARRIS

Order Department

GEORGE T. SETTLE, *Head*

AMIE B. BRUNN	JENNIE M. FLEXNER
MINNIE LUNN	

Catalog Department

HARRIET B. GOOCH, *Head*

ROSALIE MUMFORD, *Classifier*

ELLA HEFFERNAN	MATTIE B. RATCLIFFE
EMMA B. KING	MAUDE TRACY
HELEN LANIUS	FLORENCE TUCKER
MINNIE W. LEATHERMAN	MAY W. WIGGINTON

Circulation Department

ANNIE V. POLLARD, *Head*

WILLIAM E. MORROW	SADIE C. DOYLE
*M. A. THOMAS	SUSAN A. FLEMING
FLORENCE BARLOW	JESSIE M. TAYLOR
MATILDA B. TYLER	

Pages

FELIX ERMEN	JAMES L. MCKINLEY
-------------	-------------------

*Time divided between Circulation and Reference departments

LIBRARY STAFF—Continued

Reference Department

MARILLA W. FREEMAN, *Head*

CAROLINE Q. FULLERTON

*MARY B. HUMPHREY

Children's Department

ADELINE B. ZACHERT, *Head*

GRACE C. TABB, *Assistant*

CHARLES MORGAN, *Page*

Highland Branch

Branch Librarian MARY B. PRATT

Assistant SALLIE BERRYMAN

Janitress MARY RASHEE

Portland Branch

Branch Librarian JENNIE O. COCHRAN

Assistant KANNA DAVIDSON

Janitress TILLIE POGGENBURG

Colored Branch

Branch Librarian THOMAS F. BLUE

Assistant RACHEL D. HARRIS

Janitor WILLIAM ANDREWS

*Time divided between Circulation and Reference departments

REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its second annual report for the year ending 31 August 1906.

It is a real pleasure to transmit to you this account of one of our youngest institutions which has in a very short time attained a very prominent position in the affairs of the city. Having been opened to the public in May 1905, it has now been in operation only 16 months; and yet the attendance during the past 12 months has been 523,479. Of these 20,799 have become regular members of the library by obtaining the necessary cards permitting them to draw books. Under this permission 320,793 volumes have been circulated among our people. This record takes no account of the vast and valuable amount of work done in various departments where it is impossible to keep statistics. It should be remembered that the Main Library where most of this work is done is located in a department store building on the fifth floor to which all of its patrons have to be carried by an elevator. The splendid results attained under these adverse circumstances are the strongest proof that the institution is filling a long-felt want, that it meets with the approval of our people and that still greater things may be expected of it in the new building.

The importance of such an institution to the education and culture of our city cannot be expressed in words and figures. The work of education and mental development begun in the schools is unfortunately cut short in the case of too many boys and girls by the financial needs of the family or the imperative demands of our strenuous commercial life. Under these conditions, supplementing as it does the work of the schools at every step and providing the best means for continuing their education at home through

life, the Free Public Library is in the best sense of the word the people's university.

The entire expenditure for the maintenance of the library during the year was \$54,471.91. The city tax levy of three mills on the dollar for library purposes yielded \$42,912.92. The rest of the sum expended was received as rent from the Fourth street building which is owned by the library. There were also some minor receipts from fines, lost books, &c. as shown in the report of the Treasurer. A portion of the amount spent was for equipment, furnishing &c. which does not constitute a regular annual expense. The heating bill is greatly increased because to heat the library nights and Sundays it is necessary to heat the entire building on all the five floors below. When all such facts are taken into consideration it will be seen that the Trustees have exercised economy in their use of the library funds.

The new library building is a subject of more than ordinary interest. The work of construction has been subject to the usual delays incident to any undertaking of similar magnitude. At present it is progressing as rapidly as can be expected under the circumstances. The contractor's agreement calls for its completion in April 1907; if this is fulfilled the new library will probably be ready for occupancy the latter part of the coming summer.

The plans for the building have been worked out under the direction of the leading experts of the country. They aim to meet the requirements of a library that will be commensurate with the needs of a great city. Although utility is the chief consideration in its construction, it will not be architecturally lacking in the essential elements that make for culture and refinement. When it is completed our people may rest assured that it will rank among the foremost of its kind, a splendid addition to our educational system.

During the year there has been expended on it \$78,853.38, all of which was advanced by Mr. Andrew Carnegie on account of his donation of \$250,000 to the city.

The event of the greatest importance to the library during the year was the acceptance by your Honorable Body of the offer of Mr. Carnegie to provide funds for the erection of branch libraries. After the first gift of Mr. Carnegie had been accepted efforts were made to secure an additional amount for museum purposes. In the letter declining to increase the gift for this purpose the subject of branch libraries was mentioned as one more likely to enlist the favor of the great philanthropist. In accordance with this suggestion a map of the city was made and sent to Mr. Carnegie; it contained a tentative outline of the intended location of branch buildings and the number of people to be served by each. As a result of these negotiations the following letter was received:

MR. CARNEGIE'S LETTER

NEW YORK, January 4th, 1905

HON. CHARLES F. GRAINGER, MAYOR, Louisville, Ky.

My dear Sir: Your favor of December 31st has been duly considered. It will give me pleasure to provide money for the erection of the Eight Branch Libraries you propose as likely to be needed in the future, say Two Hundred Thousand Dollars, which is an average of Twenty-five Thousand Dollars per Library. This is based upon your statement that the City will maintain these Libraries, with the Central Library, at a cost of not less than Forty-five Thousand Dollars a year, and provide sites for the buildings.

It is with deep satisfaction that I hear from you that there is great public interest in the Library system among your citizens. I can think of no surer indication than this that the people of the City of Louisville are determined to keep abreast of their age and make both for themselves and for their City a reputation worthy of one of the leading cities in our Country. In this good work I wish them godspeed.

Very truly yours

ANDREW CARNEGIE

This announcement was received with grateful appreciation and enthusiasm by the Trustees. Just a year later the offer was officially accepted by the city in the following action referring to the above letter:

RESOLUTION OF THE GENERAL COUNCIL

Be it resolved by the General Council of the City of Louisville,

That the offer contained in said letter be, and the same is hereby accepted by the City of Louisville, upon the terms and conditions prescribed therein; and that the Mayor be authorized to deliver duly attested copies of this resolution both to Mr. Carnegie and to the Board of Trustees of the Free Public Library of this City.

GEO. F. ALLEN <i>C. B. C.</i>	SAM'L S. BLITZ <i>P. B. C.</i>
J. GEO. MILLER <i>C. B. A.</i>	OWEN TYLER <i>P. B. A.</i>
	PAUL C. BARTH <i>Mayor</i>

Approved Jan. 31, 1906

The Trustees adopted the policy of requiring the citizens in their respective localities to furnish sites for these branch buildings. The readiness with which these sites have been provided and the eagerness with which each locality has pressed its claim is another evidence of how thoroughly the library idea has taken hold of our people. In the Highlands a site costing \$4,000 has been presented and the erection of a \$25,000 building will begin next month. Parkland citizens have provided a \$2,000 site on which a \$20,000 building has been authorized. For the Colored Branch the Board purchased a site for \$3,105. Detailed drawings for a \$25,000 building are almost completed. Arrangements have been made for the purchase of sites in Germantown and Crescent Hill. Vigorous efforts to the same end are being made in Portland. For a site in South Louisville one of our leading railway companies has promised a contribution of several thousand dollars.

These buildings have not in all cases been located in centers of the greatest usefulness, that is, where they would

serve the largest number but in several instances where the greatest zeal was shown by citizens in securing sites. The final result is sure to show a lack of adherence to a systematic plan. The same is true with regard to the time when the buildings are to be erected. A definite policy should be outlined giving their approximate location and the order in which they are to be built. The necessary funds for the completion, opening and operation of these branches should have the most serious consideration. Before any building is erected full provision should be made for its equipment and maintenance.

Last April the term of service of three members of this Board expired, Messrs. R. P. Halleck, Arthur G. Langham and Owen Tyler. In accordance with a wise policy they were all three reappointed for four years by me as Mayor of the city. The only change in the personnel of the Board was caused by the death in October 1905 of Dr. John A. Ouchterlony, who had served since the organization of the library in 1902. The high esteem in which he was held is best expressed by the following resolution:

“The Trustees of the Louisville Free Public Library, having been informed of the death of Dr. John Arvid Ouchterlony, long a member of the board, express their profound sorrow and sincere grief at the death of one whose learning was so broad, whose public spirit so deep and whose culture was recognized at home and abroad and who did everything required to meet the demand and measure of public want in this institution, with untiring energy and unflagging zeal.

The Board regrets that it will be deprived of his wise counsel, his able advice and great enthusiasm in library work, and as an expression of its sorrow and regret places on record this testimonial to his worth and value, and directs that a page of the minutes of the institution be set apart for this action, and that a copy of these resolutions be transmitted to the papers of the city of Louisville for publication.”

To this vacancy Mayor Charles F. Grainger in November appointed Dr. Chester A. Mayer.

The Trustees have given freely and faithfully of their time and thought for the advancement of the institution. Various questions connected with the beginning of such an undertaking have necessarily made heavy demands on the attention of various officers and committees. They have responded with admirable readiness and regularity. The city is to be congratulated on being able to command the honorary services of such representative men. Their aims and ideals are reflected in the personnel of the library staff and in the general standard of efficiency of every department.

Herewith submitted are the reports of the Treasurer, the Auditor and the Librarian. They are replete with interesting and encouraging details which merit the perusal of every thoughtful citizen. They will prove beyond a doubt that in no city has more been accomplished in so brief a period through the agency of a free public library.

Respectfully submitted

PAUL C. BARTH

President of Board of Trustees

REPORT OF THE TREASURER

LOUISVILLE, KY., September 1, 1906

HON. PAUL C. BARTH, President of the Board of Trustees
of the Louisville Free Public Library.

Dear Sir: As Treasurer of the Louisville Free Public Library I would respectfully report that during the current year I have received the following sums:

Cash on hand, Sept. 1, 1905		\$12,205 97
From the City of Louisville in tax levy accounts		
Year 1902.....	\$176 25	
1903.....	843 40	
1904.....	1,130 20	
1905.....	4,236 23	
1906.....	36,526 84	
		42,912 92
Rent Kaufman, Straus Co. 12 months \$1,833.33 per month.....	\$21,999 96	
Miller & Bohannon.....	134 58	
H. H. Baumeister.....	15 00	
Consolidated Bill Posting Co.....	20 00	
		22,169 54
Sundries From fines	1,431 25	
Refund from Louisville Gas Co	40	
Kaufman, Straus Co. on sprinkling equipment (error).....	276 84	
		1,708 49
Book account From H. H. Staddeker.....	36 00	
For Lost books	54 30	
		90 30
Andrew Carnegie		81,000 00
Bills payable		5,000 00
Total		\$165,087 22

DISBURSEMENTS

Books and periodicals	\$12,594 97
Pilcher & Tachau	1,931 14
Salaries	24,522 11
Expenses (See below)	9,119 29
Binding	2,308 32
Light, heat and power	2,351 75
Building account	76,922 24
Insurance	1,591 02
Interest	9,945 47
Furniture & fixtures	2,261 29
Bills payable	5,000 00
John Peirce Co. refunded deposit	5,000 00
Balance cash in bank	11,539 62
Total	\$165,087 22
August salaries due September 1, 1906	\$2,080 75
August bills " " 1, 1906	2,569 14
Due Building fund	2,929 97
Total	\$7,579 86
Actual balance.....	\$3,959 76
Balance cash in bank	\$11,539 62

JOHN STITES, *Treasurer*

Louisville Free Public Library

EXPENSE ACCOUNT ITEMIZED

Building repairs and alterations	\$3,305 26
Supplies and printing	1,996 11
Telephone	205 20
Rent	941 00
Sunday and holiday service	327 50
Extra janitor service	143 70
Extra heat	571 62
Transportation	171 00
Binding	230 55
Postage	135 00
Louisville Public Library	276 84
Miscellaneous	815 51
	\$9,119 29

**SUMMARY OF EXPENDITURES 1 SEPTEMBER 1905 TO
31 AUGUST 1906**

Total disbursements	\$165,087 22
Pilcher & Tachau	\$1,931 14
Building account	76,922 24
Interest	9,945 47
Bills payable	5,000 00
John Peirce Co	5,000 00
Louisville Public Library	276 84
Balance cash in bank	11,539 62
	110,615 31
Cost of maintenance	\$54,471 91

EXPENSES OF BRANCHES FOR YEAR ENDING 31 AUGUST 1906

Highland Branch		Portland Branch	
Books	\$956 89	Books	\$1,458 09
Salaries		Salaries	
Assistants	1,140 00	Assistants	663 20
Janitors	120 00	Janitors	76 15
Furniture	27 90	Repairs	10 50
Supplies	12 10	Furniture	288 13
Insurance	15 20	Building equipment	217 60
Telephone	18 00	Supplies	32 05
Light and heat	91 24	Insurance	27 00
Rent	390 00	Telephone	12 00
Miscellaneous	13 80	Light and heat	42 90
	\$2,785 13	Rent	240 00
		Miscellaneous	19 50
			\$3,087 12

Colored Branch

Books	\$1,485 31
Salaries	
Assistants	935 00
Janitors	105 00
Repairs	3 00
Furniture	241 05
Building equipment	122 85
Supplies	43 95
Insurance	10 00
Light and heat	50 00
Telephone	18 90
Rent	311 00
Miscellaneous	2 00
	\$3,328 06

REPORT OF THE AUDITOR

LOUISVILLE, KY., September 15, 1906

HON. PAUL C. BARTH, President Louisville Free Public Library.

Dear Sir: In compliance with your instructions we desire to report that our Mr. Turner has made a complete examination of the books of the Louisville Free Public Library, examining the receipts and disbursements for the fiscal year September 1, 1905, to August 31, 1906. The receipts from the City of Louisville, taxes collected, were compared with the books of the Controller and Treasurer of the City of Louisville and agreed. The rents, fines, and collections for lost books corresponded, the gross amount being deposited to the credit of your Treasurer in the National Bank of Kentucky, which was verified. The disbursements of your Treasurer are made by authority of vouchers. These vouchers were compared with the entries on the Cash book, the Check book stubs as well as the checks and all agreed. The balance as exhibited by your Treasurer's books, namely, \$11,539.62 is correct. The bank pass book however exhibits an excess balance of \$1,147.49. This is explained by the fact that there were five checks issued that had not been presented to the bank for payment, the five checks amounting to same.

The Petty cash expenditures at the library were also checked and found to be correct, there being a balance of \$57.26 the first of September.

We congratulate the library on having such efficient officers and have only one suggestion to make, namely, the opening of additional accounts which we are now considering with your librarian and bookkeeper.

Yours respectfully

TURNER, HARRIS & SPENCER
Public Accountants & Auditors
By THOS. E. TURNER

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE
PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his second annual report for the year ending 31 August 1906.

As the library was opened to the public in May 1905, this report is the first one to cover a full year's operations. It has been a time of strenuous activity in every department. To the opening of the Highland Branch in January and the Main Library in May were added the Colored Branch in September, the Children's Department in October and the Portland Branch in December, making five openings in 1905.

This record appears the more noteworthy when it is considered that the problem involved not simply the buying of new books and preparing them for circulation but also the reorganizing of an old library of 60,000 volumes, rearranging the rooms, recataloging the books and at the same time keeping them accessible to the public, adopting the assistants of the old library and teaching them new methods as well as adding without examination over a score of untrained members to the staff and initiating them in the necessary technicalities. At the same time plans for several buildings have called for careful and constant attention.

Under the circumstances the above list of openings implies a rapidity of movement that seems inconsistent with thoroughness. Although care was exercised not to sacrifice quality for speed, a resulting disadvantage was inevitable. No one can do his best work under continual pressure. Until the opening of the Portland Branch the amount of work that was clamoring for discharge in the Order and Catalog departments kept up a tension that could not be permanently endured. Since then conditions have greatly improved. The people are gradually learning that a new branch cannot be started in a single night and that it will require years to catalog the Polytechnic collection.

Finances. The amount spent for maintenance is \$54,471.91, of which \$9,200.31 was for three branches, Highland Branch \$2,785.13, Portland Branch \$3,087.12, Colored Branch \$3,328.06. In the case of the last two, neither of which has been in operation a full year, part of the cost was for equipment. These amounts for the branches do not include the cost of work done for them at the Main Library, especially in the Order and Catalog departments.

The library owns the building of which it occupies the fifth floor and rents the floors below. It paid during the year \$9,945.47 interest on mortgages against this building. The cost of maintenance plus this interest amounts to \$64,417.38. Of this sum \$42,912.92 was received from the city under a three mill tax levy and the remainder from rents, fines &c. as shown in the report of the Treasurer.

Payments to architects and contractors on the new building amount to \$78,853.38 for the year, all of which was received from Mr. Andrew Carnegie. The method of paying all bills and the system of accounts are described under the head of Order Department.

New Building. Work on the new building is progressing rapidly at present. The site is 240 by 420 feet between Third and Fourth streets, with the long side fronting on York street. The main part of the building facing York street is 273 by 42 feet, the rear part 77 by 73 feet, giving a total depth of 119 feet. The floor plans are reproduced with some modifications since last year in Appendix H.

The general outline of the building is the trefoil or T shaped arrangement, two stories and basement, built of Bowling Green sandstone in Louis XVI style of architecture. The public rooms are all in front; in the rear, or base of the T, is the stack room five tiers high with administration rooms around it on the main and basement floors. In front the west wing of the basement will be occupied by an assembly room and several service rooms, the east wing by a newspaper reading room and unassigned space well adapted for public documents, storage and other

purposes. In the center of the basement is the fan room. On the main floor the entire west wing 38 by 98 feet will be devoted to open shelves, the east wing same size to reading and reference. On the second floor the children's room 38 by 88 feet will be located in the west wing and class rooms and art books in the east wing. In the center of the building between these two wings is the delivery room extending from the first floor up through the second. Above it and forming a small third story is a space for museum material.

The stack of five floors, each 40 by 56 feet is immediately behind the delivery room. On the basement floor west of these stacks will be the bindery, north of them place for receipts and storage, east of them staff rooms. On the main floor west of the stacks will be the librarian's room and other offices, north of them the Order Department, east of them the Catalog Department. The first three floors of stacks are to be lighted through these administration rooms in which the windows are specially large. The stacks will hold 200,000 volumes, the open shelves 20,000, the reference and children's rooms each 10,000, which with other available space will easily provide a total capacity of 300,000 volumes.

A ten year contract has been made with the Weissinger Gaulbert Company to furnish steam heat and electric light from their apartment house plant located in the same block, thus dispensing with a plant for this purpose on the library premises.

A special committee has been appointed in charge of the furnishings to ensure systematic and harmonious results in this important detail.

Ground was broken 19 August 1905. The corner stone was laid with fitting ceremony 8 May 1906. The contractor's agreement calls for the completion of the building in April 1907 and the indications are that his part of the work will be finished on time.

The Highland, Colored and Parkland branch buildings are treated under the head of branches. These in addition

to the Main building have made heavy demands on the time of the Building Committee and especially on the Chairman.

Staff. The staff has been increased by four, making a total of 36, not including three pages, an elevator man, two janitors at the Main Library, and one at each of the three branches. The additions were one assistant in the Children's Department, two in the Catalog Department to replace one transferred to the Portland Branch and one resigned; one other was appointed in the Portland Branch and one in the Colored Branch. The last mentioned has served uninterruptedly since the day of opening, but has not yet received a definite appointment from the Board. There has been one resignation, Miss Elizabeth L. Parker, from the Catalog Department, who is succeeded by Miss Maude Tracy.

With few exceptions the health of the employees has been good. The Trustees in May generously and wisely voted to allow the staff members a half holiday weekly instead of biweekly during June, July and August. Experience justifies the belief then expressed that under this arrangement fully as much work would be accomplished and the spirit of the staff improved, resulting altogether in a distinct gain to the institution.

The library was officially represented by the librarian at the Inter State Library Conference in Atlanta, Georgia, and at the annual meeting of the American Library Association at Narragansett Pier, Rhode Island; and by the children's librarian at the Cincinnati Library Institute. The reference librarian and the head cataloger also attended the A. L. A. meeting. Eleven members of the staff visited one or more libraries in other states. The librarian addressed various clubs and organizations in the city on the work of the library and lectured to the library school of Winona Institute, Indianapolis, on library buildings.

Regular instruction in library economy was given to a class of 20, which met for an hour once a week during the winter months. The attendance was entirely voluntary,

thus bringing together especially those with ambition for improvement. Twenty-eight of these class meetings were conducted, one by the librarian on the organization of the library and book selecting and buying, nine on cataloging and 18 on reference books by the heads of these two departments as shown in their reports. By assigning problems and emphasizing the importance of public service these lectures were made thoroughly practical. Some of the processes of book making were made clear through a visit to a leading bindery. Most of our assistants came to us without any knowledge of library methods. This course was of great value in giving them a better insight into the organization of the library, the importance and interdependence of the various departments and the need of hearty cooperation between them. It has brought the staff members into closer touch and sympathy with one another. The result is increased interest and efficiency in their own special work and a broader view and more intelligent grasp of the purpose and methods of the library as a whole.

During July and August Miss Sadie C. Doyle and Miss Jessie M. Taylor from the circulation and Miss Helen Lanius from the cataloging force attended the six weeks summer course given at Madison by the Wisconsin Free Library Commission. For this purpose they were granted an additional three weeks vacation with salary. This action will assuredly prove a paying investment both for the library and for the assistants, who have returned with increased enthusiasm and improved equipment for work.

In the method of selecting assistants there is still room for improvement. Of the large number who feel themselves called to the service the library can give an actual trial to only a few to ascertain something about their fitness. This practice occasionally proves a sore trial for the library on account of mistakes that must be rectified. An examination would eliminate all impossible candidates and end the importunity that consumes the time of the librarian

and of the Trustees. The remedy is a simple system of civil service.

Sunday Opening. From the beginning the Main Library has been open Sundays from 2 to 6 for reading and reference. February 18 on receipt of a petition from readers and several communications including a resolution from the General Council all the branches were opened from 2 to 9 on Sunday. Residents of the Highlands immediately petitioned to have their branch closed at 6 o'clock, to which the Trustees acceded. Since then the average attendance there has been 16. The average at the Colored Branch was 18 per Sunday, 13 from 2 to 6 and only 5 from 6 to 9. There is evidently small demand for Sunday night opening among the colored people. The Portland Branch has averaged 22 from 2 to 6 and 18 from 6 to 9, almost 41 per Sunday. Most of the patrons there are boys, some of them real denizens of the streets. They may not read much, but the influence of the library is infinitely better than that of the alley. This is the only branch however where Sunday opening has thus far proved worth while.

At the Main Library the Sunday attendance from 2 to 6 has varied from 16 in August to 185 in February, an average of 90 per Sunday for the fiscal year. It has been deemed inexpedient to extend these hours because the present temporary quarters are so arranged that in heating the library it is necessary to heat the entire four floors of the department store below. This would make the additional cost of heat, light &c. greater than the results would justify. The attendance is gradually increasing however and may become large enough in the fall to warrant longer hours.

The wisdom of Sunday opening is not in question, but it should be less a problem of Sabbath observance than of the economic use of funds. A report on this subject was transmitted to the General Council by the Library Committee in June. The libraries should be open, but only where there is sufficient demand. If this principle were

followed, Portland would be the only branch open on Sunday.

Publicity. Keeping people informed on the resources and activities of the library is a potent method of increasing its usefulness. This is advertising, which brings results in the library as well as in the commercial world. From time to time lists of new accessions and lists on special topics have been sent to the newspapers some of which print them in excellent form, thereby rendering valuable service to their own patrons as well as to those of the library and to the institution itself. In addition much credit is due to all the local papers for their numerous items of library news. More extensive articles appeared during 1906 in the *Courier Journal* April 8 and 12, May 9 and August 12; in the *Herald* January 4, March 4 and May 8 and 9; in the *Post* May 9; in the *Times* March 10, May 9, June 20 and August 4.

The publication of a monthly bulletin is contemplated to begin next January. It will contain lists of new books added, special reading lists and items of information for the public and will be distributed free.

Inventory. During July and August an inventory was taken of books in the branches and in the Open Shelves at Central, that being the only part of the Main Library having a complete shelf list. At Main the missing books consist of 16 volumes of non-fiction and 75 of fiction. All but 15 of the latter are old Polytechnic books most of which were probably worn out and removed from circulation before the discarding of books was properly systematized. Probably a large portion of them will be accounted for eventually. The total number of books missing on account of public access is very small.

At the branches all books are on open shelves. Highland reports only two books not accounted for, Portland four, Colored three. These are remarkable records and give ample evidence that there is practically no danger of loss of books there on account of the fullest and freest access to them on the part of readers.

Polytechnic Society. In accordance with the contract which merged the Louisville Public Library into the Louisville Free Public Library a room 20 by 25 feet in size was set apart for the exclusive use of members of the Polytechnic Society. The society has a membership of 150, of which 14 are life members. The room is handsomely furnished and makes a very comfortable and cozy retreat for its members. In addition to a few reference books it contains 27 current periodicals and 11 current newspapers most of which are duplicates of those in the main reading room.

Chess Club. The Louisville Chess Club has a membership of 20. For a number of years it had been quartered in the small room adjoining what was formerly the museum. When the latter was converted into the children's room it soon became evident that the chess room was needed to properly round out that department. On presentation of the case the club readily exchanged its room for two alcoves north of the book stacks, where it now has improved quarters.

Museum. The library's museum material has remained stored for want of room suitable for its exhibition. A few minor additions to it are recorded in the gift list under Appendix F. Some of the Indian articles have been displayed to advantage in connection with the children's work and others such as the Daniel Boone relics during Home Coming Week. The valuable statues of Hebe and Venus have been removed to places where they are less in danger of injury through accident or vandalism.

Department for the Blind. In December 1905 a petition was received from 54 blind citizens asking the library to provide a department for them. Attention was directed to the fact that Louisville has the Kentucky Institute for the Education of the Blind, and is the center for the publication of embossed literature. This request came from people who are entitled to the special consideration which the request received. It was decided however to defer the establishment of such a department until better accommodation could be provided in the new building.

Medical Department. The subject of a separate medical department has come up for consideration several times, once in the form of a request from physicians that the library annually subscribe for and bind \$125 worth of medical magazines. The leading libraries of the country have in most cases abandoned all efforts of this kind. Even where the experiment has been tried for years the consensus of advice is against the organization of such departments. Unless a special fund is supplied for this purpose the public library can afford to do for the physicians only as much as it does for ministers, lawyers, architects and other professions.

In April the Academy of Medicine of Jefferson County was incorporated for the purpose of securing a building and acquiring medical books for members of the profession of Jefferson County. Some of the leading doctors of the city are among the incorporators. It is to be hoped that this movement will succeed; it is the best possible solution of this problem and has the hearty endorsement of the public library Trustees.

Louisville Libraries. Although numerous efforts heretofore made to establish a free library in Louisville have been unsuccessful, books have nevertheless been accumulating. It is well known that the largest of these collections was that of the Polytechnic Society, which was merged into the present free library. The next in size, containing at least 50,000 volumes, is the private collection of Col. R. T. Durrett, which is rich in Kentuckiana, western history and other subjects.

The Southern Baptist Theological Seminary, the largest of this denomination in the United States, has a handsome and well arranged library building and over 25,000 volumes. It is forming a special collection of Baptist history in Kentucky and has considerable material on Baptist history in the southern states. It has a yearly appropriation of \$1,000 for new books. The Presbyterian Theological Seminary has just moved its 18,000 volumes into a beautiful new building costing \$35,000.

The Louisville Law Library has 10,000 volumes and is quartered in the Jefferson County Court House. It is maintained by the initiation and annual fees of the Law Library Association, which has 140 members to whom the library is free. The Male High School contains 4,500 volumes.

The Kentucky Institute for the Education of the Blind has 1,500 volumes in embossed print. There is connected with it the American Printing House for the Blind, the only national establishment of its kind in the United States. It expends annually over \$20,000 for printing books, \$10,000 of which is contributed by the United States government under the act creating a permanent trust fund to promote the education of the blind.

It will thus be seen that Louisville has made a good beginning toward becoming a library as well as a commercial center. Initial steps have been taken to arrange a system of cooperation between these libraries in order that needless duplicating of books and efforts may be avoided.

Kentucky Libraries. During the year the librarian has through personal visits and correspondence come into communication with numerous libraries in different parts of the state. Requests for information, books and other assistance have been cheerfully met. It has been a pleasure in this way to widen the library's sphere of influence. It has also suggested the need of bringing the libraries of the state into closer mutual relations. They could be of much help to one another as well as to communities in want of library advantages. A society including librarians and trustees and any others interested could do much toward promoting the library interests of the state. Such associations now exist in 33 states. Some of them are performing a magnificent service. Kentucky should be added to this list. During the coming year efforts will be made to effect such an organization.

ORDER DEPARTMENT

The records of this department show a very busy year. It has had to provide not only for the Main Library and one branch reported last year but also for the equipment of two new branches. Greater facility has been developed in using the tools of the trade. Improvements have been made in the departmental routine, resulting in greater speed and neater and more accurate work.

It has become evident that supplies may be a source of waste unless they are guarded before, on and after their receipt. It requires attention and judgment to determine whether they are really needed, to place the order to the best advantage, to see that the articles are correctly billed, properly delivered and finally to maintain such an oversight of the stock room and so to administer a system of distribution that actual needs will be supplied and waste prevented. Bills from even the best firms need watching. A statement of the full number is impossible but there are 153 recorded overcharges and errors in discount and addition since January 1905 amounting to \$394 for which credits were received.

The watchfulness of this department is a guarantee of economy in both buying and distributing. It deserves credit not only for many bargains of advantage to the library but also for the best obtainable discounts on current publications. The fact that 90 per cent of the book purchases were made in Louisville has merit only in connection with the assurance that the prices paid were as low as could be obtained anywhere. It is the policy of the library to patronize the local market whenever it can furnish the best goods at the best rates.

Report of the Order Department

To the Librarian:

This report covers all work for the year beginning 1 September 1905 and ending 31 August 1906 including August bills paid in September.

There were ordered during the year 8,710 volumes, 862 pamphlets, 403 periodicals and all supplies for the Main Library and Branches; there were prepared and delivered to the contractors 5,528 volumes for binding and rebinding.

There were received by purchase during the year 9,042 volumes costing \$9,489.54, 680 pamphlets costing \$55.34, pictures, music, etc., costing \$106.86; paid subscriptions were entered for 322 periodicals (240 Main Library, 29 Colored Branch, 28 Highland Branch, 25 Portland Branch) and 31 newspapers (29 Main Library, one Highland Branch, one Portland Branch) costing \$1,030.08; there were received from the contractors 696 volumes binding costing \$635.10 and 4,317 volumes rebinding costing \$1,705.25.

Of the binding 765 volumes were magazines, some bound and some rebound to fill Poole sets for the Main Library, costing \$688.50, 49 volumes rebinding for the Colored Branch costing \$20.58, 230 volumes rebinding for the Highland Branch costing \$96.60, 15 volumes rebinding for the Portland Branch costing \$6.30. The balance was for rebinding and relettering volumes from the Polytechnic Society collection and for rebinding worn and later additions to the Main Library.

Desk supplies and printing cost \$2,073.60, repairs and furniture \$4,928.71. The latter includes several large payments on alterations of the main building before the new library was opened.

In addition to purchases the library received by gift 1,414 volumes and 1,265 pamphlets, making a total of 10,456 volumes and 1,945 pamphlets received during the year. It has received by gift 47 periodicals (37 Main Library, 10 Colored Branch, and 27 newspapers, 15 Main Library, four Colored Branch, four Highland Branch, four Portland Branch) making a total of 369 periodicals and 58 newspapers received during the year. In addition the Main Library received as gifts 26 bulletins and eight miscellaneous gifts. See Appendixes F and G.

There have been added to the accession books of the Main Library and branches 13,269 volumes costing

\$12,562.73, divided as follows: Main Library 8,854 volumes costing \$8,662.44; Colored Branch 1,668 volumes costing \$1,485.31; Highland Branch 1,007 volumes costing \$956.89; Portland Branch 1,740 volumes costing \$1,458.09, making total number accessioned to 31 August 1906 in Main Library and branches 83,722 volumes.

The last number in Polytechnic Society accession book at date of merger was 58,729; to this have been added during the year 84 volumes discovered unaccessioned, making total in Polytechnic Society accession books 58,813 volumes. From date of merger to 31 August 1905 there were accessioned in Main Library 6,978 volumes; to 31 August 1906, 8,854 volumes, making 74,645 volumes. From this must be deducted 304 volumes discarded during the year leaving the total number of volumes in the Main Library 74,341.

Accessioned to 31 August 1905 in Colored Branch 1,132 volumes and 1,668 volumes added to 31 August 1906, making total 2,800 volumes. From this must be deducted three volumes discarded during the year, leaving the total number of volumes in Colored Branch 2,797.

The last number in Highland Public Library accession book at date of merger was 2,169. To this were added to 31 August 1905, 721 volumes plus 1,007 volumes added to 31 August 1906, making total 3,897 volumes. From this must be deducted 200 volumes discarded during the year, leaving the total number of volumes in Highland Branch 3,697.

Accessioned to 31 August 1905 in Portland Branch 640 volumes plus 1,740 volumes added to 31 August 1906, making total 2,380 volumes. From this must be deducted one volume discarded during the year, leaving the total number of volumes in Portland Branch 2,379.

This makes total number of volumes accessioned to 31 August 1906 in Main Library and branches 83,722. From this must be deducted 508 volumes discarded during the year, making the total number of volumes in Main Library and branches 83,214.

From the book fund, amounting to \$13,347.17, we spent \$9,976.74 for books, pamphlets, pictures, etc. After deduct-

ing what was spent for magazines picked up to fill in Poole sets, which are not obtainable in the city, also the amount paid for Library of Congress cards, and a few other pick ups, the remainder amounting to about 90 per cent of the whole was spent in Louisville.

Our subscription list of periodicals and newspapers amounting to \$1,030.08 excepting a few library journals was awarded to a Louisville firm. The contracts for binding for the year amounting to \$2,340.35 were given to local firms and the work done in the city. The sum spent for office supplies and printing amounting to \$2,073.60, excepting an amount for library requisites which were not obtainable in the city, was divided between local firms at wholesale prices.

The work of the department has increased; but we are able to take care of it with the present force, which has become more efficient as the work has grown. But for improvement of the department three changes are suggested: 1) Reduce time spent in collating for orders by having but one stop of order slip between "Ordered" drawer and official catalog; 2) Have all mechanical work on accessions done before they leave this department; 3) Avoid double handling of books for binding, etc., by delivering them to this department direct from Circulation Department and branches.

The table of books and binding is given in Appendix C, accessions in Appendix D, gifts in Appendix F and periodicals in Appendix G.

GEO. T. SETTLE

Head of Order Department

Accounts. The library accounts are kept in the office of the Treasurer, who serves without pay but has a salaried book keeper. Beginning September 1 voucher checks are to be used in payment of bills, all of which are kept on file in the Order Department. Vouchers are made out monthly and signed by the head of that department, by the librarian and by the chairman of the proper committee, approved

and ordered paid by the Board at monthly meeting, signed by the Treasurer, countersigned by the President and returned to the library for mailing. During all of these stages the original bill remains attached to the voucher. Before they are separated and the voucher mailed it is recorded in the voucher book. From this the items are posted in a ledger and a monthly summary made for reference in order that expenditures may be kept within the allowance. The voucher book ruled in columns is to be abandoned on account of the impossibility of opening new accounts as occasion requires.

The voucher when mailed contains a list of items covered and the signature of five persons officially connected with the library. When properly endorsed it becomes a check on the bank which is the depository of the library funds. From there it returns to the Treasurer as his receipt. Some banks object to this form of check but it is well adapted to the needs of a public institution which desires to guarantee thorough scrutiny of all bills before payment and the return of a receipt after payment.

Expenditures are classified as follows with subdivisions under various heads and a separate account for each branch: Books, Building and grounds, Expense, Furniture, fixtures and catalog cards, Insurance, Interest, Light, heat and power, Repairs and improvements, Salaries.

Gifts. Grateful acknowledgement is again made to the many friends who have remembered the library. Gifts of 1,414 volumes, 1,265 pamphlets, 81 periodicals and various miscellaneous articles are recorded in Appendixes F and G. Noteworthy are those of the American Unitarian Association, 10 volumes of its publications; R. W. Brown, 12 miscellaneous volumes; City of Louisville, 12 volumes of department reports; R. E. Hughes, Secretary of the Commercial Club, souvenirs of Kentucky Home Coming Week; Louisville Art Club, 130 prints of famous pictures; W. H. McClure, 148 volumes of Rebellion Records; Swagar Sherley, 42 volumes of government documents and a Philippine gun; Wm. Short, 95 miscellaneous volumes; United States

Government, 319 volumes and 329 pamphlets. The largest single gift of the year is the Highland Branch site costing \$4,000 given by citizens of the Highlands.

The Louisville daily papers, *Anzeiger*, *Courier Journal*, *Herald*, *Post* and *Times* send copies for the Main Library and three branches. One copy of each is bound for reference. The *Louisville Daily Record* is received at the Main Library. Various other periodicals are contributed free, which are acknowledged in Appendix G.

For giving their services at one or more of the public exercises the library is indebted for an address or paper to Mrs. Charles P. Weaver, Misses Nannie Lee Frayser and Lucy C. Watts, Messrs. R. P. Halleck, W. H. Miley, E. L. Powell, Swagar Sherley and Bennett H. Young; at the Colored Branch to Professors J. S. Cotter, Geo. M. McClellan and A. E. Meyzeek; for music, to Misses Lenore Hays, Louise S. Hollis, Hettie Roberts, Leah Wolf, Mr. John Bland and a children's chorus of 70 voices led by Miss Gertrude Winkler; at the Colored Branch to Mr. Geo. Hampton and a mixed quartet; for the use of rooms for opening exercises, to the First Christian Church and the Knox Presbyterian Church.

American Library Association Catalog. This is an annotated list printed by the Library of Congress of 7,520 volumes of the best books recommended for a small public library. Although our library has ten times this number of volumes it still lacks about 30 per cent of the books listed. Many works of great importance are wanting. One of the first tasks for the department will be to finish providing the library with a copy of practically every book in this catalog. This will be a short step toward the far away goal of a well balanced collection in all the departments of knowledge.

Public Documents. Checking the list issued by the Superintendent of Documents at Washington revealed the fact that of what is known as the sheep bound set the library possessed 2,710 volumes of the serial list up to the end of the 53d Congress. Last year the library received a "List of United States public documents available for free dis-

tribution to libraries by the Superintendent of documents, Government printing office, July 11, 1905." This list was also checked and mailed to the Superintendent of documents with the result that 212 missing volumes were supplied. There are still lacking 488 volumes of the set up to serial number 3344 and a few others after that number. The library set of the Annals of Congress lacks only two volumes; the Register of debates is complete; the Congressional Globe and the Congressional Record each lacks only six volumes.

This makes a total of nearly 5,000 volumes of federal documents in the library not including pamphlets. The official number assigned to each volume of the serial set has been marked on the inside and labeled on the outside and the volumes arranged accordingly on the shelves. They are thus in order for quick reference.

The set of Kentucky state documents is very incomplete. The volumes on the shelves have been listed and steps taken toward filling the gaps.

Numerous additions have been made to the set of Louisville city documents until it is practically complete since 1870. For the years previous to that time it contains only two annual volumes.

Popular Books. Although one copy of the great majority of books is sufficient for all practical purposes considerable duplication is often desirable. Of a new novel by a recognized author from two to ten copies are bought. Occasionally the demand for such a book is far beyond the ability of the library to supply. Of 22 copies of the House of Mirth none has ever rested on the regular shelves. Several times that number could have been kept in circulation. But when classics like the Alcott books become favorites they will be duplicated to meet the demand. Of Little Men 24 copies and 31 of Little Women are at present in constant use in the children's room, a gratifying evidence of proper training and good taste among the younger readers.

Kentuckiana. The library is making a special collection of books by Kentucky authors and books about Ken-

tucky. It hopes eventually to have a copy of every worthy book written by a Kentuckian. The collection is still small but additions are made to it as rapidly as funds will permit. Some very desirable works cannot be considered on account of their cost. Naturally a great many gifts are expected in addition to those already received from authors and friends who are interested in the library and the preservation of materials relating to the state. Such a collection will be interesting and valuable from a literary, historical and commercial standpoint.

CATALOG DEPARTMENT

This department also shows a very creditable year's work. In addition to cataloging the new books added a good beginning has been made on the non-fiction of the Polytechnic collection, the fiction having been cataloged last year. This collection presents at present the chief problem for this department. The nature of some of the books calls for specially careful treatment to make their contents readily available. The limited progress made on them has attracted attention to the probable time and cost involved. About 2,000 volumes can be cataloged per month. Half of these will be new books making it possible to dispose of the Polytechnic books at the rate of 1,000 volumes per month, or 12,000 per year, which will require four years for the completion of the task.

This announcement came as a surprise to a number of the Trustees. At their request an investigation was made, the results of which show 1) that too much emphasis can not be laid on the large amount of accurate work required in cataloging books properly, some idea of which may be gained from the outline of the routine in this department; 2) that here the average cost of cataloging as nearly as it can be estimated is 21 cents per volume; and 3) that this cost compares favorably with the cost, so far as it can be ascertained, in other libraries doing a similar kind and amount of work even where the proportion of trained

assistants is larger and the departments have been longer established.

Books may be circulated without any catalog whatever. But even a few volumes will yield larger and more satisfactory results if accompanied by a systematic list, be it ever so simple. The more fully their contents are analyzed and recorded the more valuable and useful are the books. To do this is a slow, tedious and costly process but experience has shown that it is time and money well spent. It will be real economy to complete the cataloging of the Polytechnic books as soon as possible for the sake of the improved service to the public and the saving of time to every department in the library. The plan adopted contemplates a catalog that is thorough and up to date including all essentials and excluding all else. In spite of unfavorable conditions the progress made is highly gratifying. The output will increase and improve gradually with the growing efficiency of the force employed. Every feasible suggestion for facilitating any step in the routine will be adopted but any immediately appreciable reduction in the cost of cataloging can be accomplished only by cheapening the character of the catalog.

Report of the Catalog Department

To the Librarian:

At the opening of the present library year, September 1905, the immediate work outlined for this department was to prepare books for the Children's Department of the Main Library and also for the Colored and Portland branch libraries that they might be opened as soon as possible. When the Colored Branch opened on September 27, 1,361 volumes were on the shelves ready for circulation; the Children's Room opened on October 31 with over 2,000 volumes, and the Portland Branch on December 15 with 1,339 volumes. The new books as added to the Main Library were cataloged during these months. The recataloging of the non-fiction in the old library was begun about January first.

The number of volumes cataloged during the year is 22,321, making a total of 31,322 cataloged volumes in the library. Number of new catalog cards filed 42,640; total number of cards in the catalogs 69,887. Number of cards filed in the official catalog 13,195, making a total of 20,595.

Volumes cataloged for the Main Library, adult, during the year 11,866, total cataloged 20,126. Of this total approximately 10,000 belonged to the Polytechnic Society library.

Children's Department: During the year 4,748 volumes were cataloged and 6,401 cards filed.

Cataloged for the Branch libraries:

Colored Branch: adult 1,507 volumes; for reference 320; juvenile 681; total 2,508 volumes (229 were included in last year's report); total number of cards 5,848.

Portland Branch: adult 1,389 volumes; for reference 138; juvenile 746; total 2,273 volumes; total number of cards 7,608.

Highland Branch: 1,155 volumes, making a total of about 1,667; cards 3,518.

The number of volumes cataloged for the Highland Branch includes only the books sent from the Main Library. During the year the assistants in this branch have, with some help from the Catalog Department, completed the cataloging of the books that were in the library when it became a part of the Public Library. This work has been revised by the head cataloger and, although the old cards are not always uniform with those now being placed in the catalog, we have for that branch a practical working catalog. The total number of cataloged books in this branch is 3,208 and total number of cards in the catalog about 3,518.

The cataloging for the branch libraries is done at the Main Library. A complete dictionary card catalog of author, title and subject entries and a separate shelf-list are made for each branch. Each volume is also noted on the union official catalog and the union shelf-list. The branch assistants write the author, title and call

number on the book card and book pocket. The books are otherwise ready for circulation when sent to the branches.

The proper distribution of the books to the branches, including the correspondence of the invoice with the books sent requires great accuracy. This work has been done throughout the year by the assistant in charge with the misplacement of only one book.

Library of Congress printed cards are ordered when obtainable for every book cataloged. This year 28,306 cards have been received, making a total of 68,651 L. C. cards. All cards which can be obtained for the 60,000 volumes of the Polytechnic Society library have also been ordered and received.

This ordering was a great undertaking but it will now suffice for all future cataloging of the old library. The classifier went through the shelves and for all books copyrighted since 1898 wrote on slips the brief entry necessary for the L. C. order, or checked the A. L. A. catalog for books listed there, ordering by serial number.

During the summer the Library of Congress traveling catalog of American history was sent to us and our books in this class collated with the cards. In this way we were able to order cards by serial number for all but 93 volumes of our works on American history. The total number of cards ordered was 2,550.

This catalog saved a great deal of time which might otherwise have been spent in seeking information in regard to publication, author entries and like expensive work in cataloging. The financial saving would have been greater had it not fallen to our lot to pay transportation both ways. The rules of the Library of Congress state "Charges for transporting a catalog to a library must be paid by the library after the catalog is received. . . The charges for returning the catalog to the Library of Congress must be prepaid by the last library using the catalog."

An estimate of the cost of cataloging in our library was made April first, after the department had been established 13 and one half months. At that time there were

in the Catalog Department seven catalogers, one assistant for pasting and mending, a classifier and the head of the department. The catalogers had received all their training in our library. Five had been with us for 13 and one half months and two for about six months taking the place of two who had left. Assistants from the Catalog Department were sent to the Circulation and Children's departments when necessary, especially at the opening of the library when two assistants spent a month and a half and one assistant two months in the Circulation Department. For this reason and because of sickness, the average number of assistants in the Catalog Department was eight and half time of one.

Under these conditions it was found that the total salary divided by the number of volumes cataloged gave the cost per volume as 23 cents. From this amount a certain per cent should be deducted for the work done in the department not directly pertaining to cataloging, including instruction, filing L. C. deposit cards, taking an inventory of the open shelves and of the branch libraries, rewriting of book cards when filled and of book pockets of books returned from the binders, the ordering of L. C. cards for books not yet cataloged, &c. A deduction of two cents a volume for the extra work gives a more accurate estimate of 21 cents per volume.

The estimate for the year 1 September 1905 to 31 August 1906 is assistants nine, number of books cataloged 22,321, cost per volume to place the books on the shelves 21 cents. As before stated, all work of this department, including the ordering of cards for the 60,000 volumes of the Polytechnic Society library, is included so that the actual cost of cataloging a book is now less than 21 cents.

Several libraries were chosen in which the conditions were somewhat similar to our library and blanks sent asking for statistics concerning cataloging. It is almost impossible to make any comparison of the cost of cataloging in libraries because conditions in various libraries differ so widely. The catalog department primarily does

all the work necessary between the receipt of the book into the library to the placing of it on the shelves, making all data which will enable one to find the book for use on every possible occasion and permit of the proper manipulation of the charging system. It is the department which must supply substitutes to other departments in emergencies. Its work is sometimes divided into sub-departments and to it is often given work not definitely belonging to any department. Several libraries could not state just what proportion of money had been spent on cataloging and preparing the books for the shelves. Some of the libraries to which we sent blanks did not indulge in the luxury of statistics sufficiently to state the number of volumes cataloged during the year. Of the libraries cataloging somewhere near the same number of volumes as our library, five were able to give us complete figures and stated the cost approximately at 18, 19, 30, 32, and 65 cents per volume. In the last case the cost was evidently somewhat higher but was probably not made on the same basis as the other estimates. The library with the estimate of 19 cents per volume also gave the cost of a new title and of a duplicate title. Figuring at the rate given, the actual cost of our 31,322 volumes would have been 23 + cents per volume if added volumes are considered as duplicates; if only actual duplicates are considered as duplicates, the cost would have been 27 cents per volume. An instance of how unsatisfactory figures are in making comparisons in cataloging.

In all of these libraries the number of library trained assistants or assistants having over 18 months experience was at least five, while in our library there are two. In this investigation we draw a conclusion which we might expect but which we were not seeking. It is evident that the libraries whose catalog departments were organized in the last few years and who are able to use the latest methods are doing the work at less cost than the old libraries. The most expensive cataloging is done in the old libraries which have valuable catalogs made according to intricate

systems which cannot be discarded without beginning the catalog again from the foundation.

The head of the department gave nine weekly talks on classifying, cataloging, and alphabetering in a general course prepared for the staff of the library. The aim was not to teach how to catalog but to enable the assistants to use the catalog with greater intelligence. Four lectures on the catalog started with brief descriptions of the forms of modern catalogs and a description of our own in particular. Then followed the routine of a book in the Catalog Department, a brief insight into the treatment the classifier and cataloger give each book and the names and description of the cards which might be made. In classification the historical development of modern systems of classification was touched upon. The Dewey decimal system was explained in general and the exceptions to this system used in our library noted. Subject headings from the user's standpoint were discussed. The method of giving Cutter book numbers was shown together with a few rules on alphabetering. The interest of the class was most gratifying and fully repaid for the extra time which was given for the preparation of these talks.

We wish to commend without exception the assistants in the department. By their harmonious cooperation and faithful work they have lightened the burden of a strenuous year.

HARRIET B. GOOCH
Head of Catalog Department

CIRCULATION DEPARTMENT

The report of this department gives the strongest evidence of the popularity of the library. It is in charge of the Assistant Librarian, Miss A. V. Pollard. As it is the first full year's work described no comparison with the previous year is made. The statistics show a large growth in attendance and use of books. The attendance at the Main Library was 401,675, Highland Branch 45,427, Portland Branch 40,551, Colored Branch 35,826, total 523,479.

The total number of registered card holders has grown from 7,698 to 20,800 an increase of 13,121, or an average of 43 per day. Of these 5,279 are children and 15,521 adults. There have been very few non-resident borrowers.

The library was open 306 days for the circulation of books and 55 days for reading and reference only. The total circulation including renewals at Main was 243,361 volumes of which 47,575 were juvenile. The latter number includes 1,408 volumes drawn at the six distributing stations during the summer months. The circulation at the branches was Highland 34,586, Portland 25,003, Colored 17,838. The grand total for the year is 320,788 volumes, an average of 1,048 per day. The largest circulation for one day at all the libraries combined was 1,608 March 17, the smallest 364 June 15, average since the opening of the Portland Branch 1,098 per day. The largest circulation at the Main Library was 1,182 March 17, the smallest 229 December 15, daily average 635. Complete statistics of attendance and circulation are given in Appendixes A and B.

The percentage of fiction circulated in all the libraries has been reduced from 84 per cent last year to 75 per cent. For the year at Main it was 80 per cent adult circulation, 65 per cent juvenile; Highland Branch 78 per cent, Portland Branch 65 per cent, Colored Branch 55 per cent. At Main it fell five per cent in two months as a result of changing the location of fiction from the front to the rear part of the open shelves. The increase in the proportion of non-fiction drawn indicates either that more non-fiction readers are beginning to use the library or that many fiction readers are gradually developing a taste for more substantial works. The result is a source of satisfaction whether due to either or both of these causes. The Children's Department and to some extent also the branches show a large circulation under Sociology. This is explained by the fact that folk lore stories are classed under that head.

The amount received from fines is \$1,016.77 at Main and \$218.24 at branches, total \$1,235.01. Overdue notices were sent from Main 4,303, from branches 1,197, total

5,500. The system of reserving a book 24 hours for a borrower who pays one cent and leaves an addressed postal card is very extensively patronized. 12,246 reserve notices were mailed, 766 from Highland and Portland branches and 11,480 from Main, the latter requiring about half the time of one assistant.

Book Envelope. A manilla envelope 8 by 10 inches in size is doing much toward protecting books while they are in circulation. On one side is a reference to the rules concerning injury to books and a plea for treating them with consideration. The other side contains the advertisement of a local firm which furnished the library 5,000 of them free of charge. A supply is kept at the delivery desk and their use recommended to borrowers. They have greatly reduced the book damages which a rainy day always brings to the library especially in the Children's Department.

Open Shelves. This is by far the most popular feature of the library. It contains about 10,000 volumes. During the last nine months 94 per cent of the adult circulation at the Main Library was from the open shelves. This large proportion is due to the fact that the most popular of the old and at least 80 per cent of the new books are to be found there. In fact until the space was filled all new books were placed there except such as should have restricted circulation on account of their physical make up or the nature of their contents.

The floor space devoted to this purpose has been enlarged 50 per cent by including in it the passage way and unused space along the south side of the room. Two additional floor cases have been added with a capacity of 2,500 volumes. Several tables and chairs make the place more inviting and convenient for those who take time and exercise care in the selection of their books.

Our greatest need in this department is an assistant to act as "library hostess," a person with wide knowledge of books and of people and with tact in introducing them to one another. This person would keep the machinery well oiled and guard against knots and twists in the red tape.

Such service would be a boon to the uninitiated, for some of whom access to shelves intensifies rather than solves their problem. Even the expert would appreciate this personal help.

Current Magazines. The periodicals listed below are kept in the Open Shelves for circulation. They may be kept four days and are not renewable. Some of them give the news of the day in condensed and reliable form; others contain good fiction which proves acceptable when recent novels can not be found. Each copy is kept in circulation three months. Among the most popular of them are the Century and Harper, some numbers of which circulated as high as 29 times. The total circulation of these periodicals, which are classed as non-fiction in calculating percentages, was 6,143. The magazine circulation at the branches amounts to 1,718, most of it at the Colored Branch. Those circulated at Main and the number of copies of each are:

Appleton's Magazine		McClure's	5
Atlantic	2	Munsey	3
Century	5	Outlook	2
Current Literature		Review of Reviews	2
Delineator	2	Scribner's	4
Harper's Monthly	6	World's Work	2

Contagious Disease. An arrangement has been made with the City Health Office whereby the library receives daily a copy of the report sent to schools giving the name and address of houses infected. If the library has a card holder registered at the given address the following notice is sent immediately:

The City Health Office reports contagious disease at your address. If there are any Public Library books in your possession please do not return them to the library or call for others until your house and books have been fumigated.

Kindly send us at once author and title of books and date due and deliver the books to the Health Officer when he disinfects the house.

If these instructions are promptly observed no fines will be imposed and all possible chances of contagion will be avoided.

Reply on reverse side.

All books received at the Health Office are subjected to formaldehyde fumigation before being returned to the library. Dr. M. K. Allen, Health Officer, is of the opinion that under this system the danger to the public of disseminating disease through library books is entirely eliminated.

Branch Registration. All borrower's cards have one series of numbers issued for five years. All numbering is done at Main where the union registration file is kept. This consists of a numeric and an alphabetic card record. Each branch has a duplicate registration file of its own patrons. A card may be used at any library but books must be returned where they were drawn. It has been found necessary to make this system very complete in order to avoid duplicate registration and other confusion. A separate series of cards is maintained for the Colored Branch.

REFERENCE DEPARTMENT

Nothing shows more convincingly than the increased use of this department that the library is fulfilling its fundamental mission. Valuable additions have been made to the collection including reference books proper, bound periodicals and public documents. The following report gives evidence that the department is more than the repository of dictionaries and cyclopedias and that it is not confined to the books in the reference room. It is really the gateway to the entire resources of the library. It is useful in proportion to the help it gives to those who are in search of the library's riches whether in the form of isolated facts, particular volumes or all the material on a given subject. The account of what has been accomplished with serious students of every kind not only justifies the liberal consideration asked for this work but suggests unlimited possibilities of greater usefulness.

A knowledge of reference books and their relative value is of the greatest importance to library assistants. That they are realizing this fact is shown by their sustained interest in the instruction given to a large class by the reference librarian. The course was extremely valuable and

will be continued in the coming year. This training in the use of reference books is being extended to teachers and pupils and to patrons generally, thereby helping readers to help themselves, which is the most effective service.

Report of the Reference Department

To the Librarian:

It is difficult to put into figures the work of the Reference Department. The entire freedom of the shelves to visitors and readers makes statistics of the use of books and magazines in the reference room impracticable, and the work of question-answering and information-delving for the student and general information seeker is not easily tabulated. Such figures as have been kept however show a large increase in the use of the department over that of the four months recorded in last year's report.

The number of visitors to the reading and reference room for the current year has approximated 55,000, this figure not including readers in the separate newspaper alcove. An attempt is made by the reference assistants to jot down, when time will permit, the more important topics upon which information is asked, and we have record of 8,054 such topics looked up during the year. Note is made upon catalog cards of references found on the various topics looked up, and such cards alphabetically filed in the "reference index" for future use. When the list of references is an extensive one, it is type-written on a sheet and these sheets are filed alphabetically by subjects in a vertical filing cabinet, with cross reference to them on cards in the reference index. One hundred and seventy-nine such lists have been prepared during the year for clubs and individual students. Clubs are invited to send in their programs for the year, when these are prepared in advance, and a list is made of the best material in the library on each topic of the programs. Local events call forth these special lists also, as for instance a complete list of references on the History of Louisville and of Kentucky and one on Kentucky authors and their works for Home-Coming Week in June,

and lists on the Anti-tuberculosis movement, Juvenile courts, and Child labor in connection with the local organizations dealing with these questions. Debates in men's clubs, in the schools and at the social settlement call for lists on various political and municipal topics, as Chinese exclusion, Compulsory education, Labor organization, Municipal ownership, Railway rates, Negro suffrage. The prize essay competitions in the schools of the state created a special demand for material on the administrations of President Jefferson and on the early history of Kentucky. In all these cases the material in the library on a given subject after being listed is reserved on special shelves in the reference room as long as the demand for it continues.

Each day, copies of the local newspapers are carefully scanned for items pertaining to the library and its branches. Such items are clipped and mounted in a scrap book. This scrap-book, made up and kept in the reference room, forms an already voluminous and constantly growing history of the library from its beginning. It is frequently consulted for verification of dates and details of the library's growth.

A gratifying feature of the year's work has been the increasing use of the department by men. The leading men's clubs of the city have drawn largely on the library for papers on such topics of the day as the Panama Canal, Western irrigation projects, the Question of race prejudice, Industrial and financial prospects of the South. Business men, professional men, mechanics and engineers have taxed the reference resources of the library to the utmost and have invariably been heartily appreciative of the assistance however limited which we have been able to give them. The demand for material on electricity, engineering, and all technical and business subjects is heavy and the library is in special need of new and up-to-date books along these lines. In default of such books the department has drawn extensively upon the material in U. S. government documents through the U. S. "Document Catalogue" and the Monthly Catalogue of U. S. Documents and upon current magazine literature through Poole's Index and

the Reader's Guide to Periodical Literature. In several cases application has been made to the Library of Congress for loan of books to supplement the library's resources.

Whenever reference lists on any topic have been printed in the local papers the immediate call for the books listed has shown that the public use of the Reference Department need be limited only by the quantity and quality of the material at hand.

Assistance to students and boys' clubs in choice of topics for speeches or debates, assistance to literary and sociological clubs in the making of programs, preparation of reading-lists for European itineraries; these and many other like opportunities for aid to readers come to hand every day in the ordinary routine of the department.

In pursuance of the policy of the library to give the public the freest possible use of its resources, the department has lent during the year for special use at home or in school 1,326 reference books and magazines. In this way it has been possible at times to accommodate busy men and women who could not well get to the library, with information or material not to be found outside the Reference Department. The time limit upon such loans is of course very stringent, usually only for a night or over Sunday, or in case of less used books, for a few days.

The list of periodicals on file in the reading room and the newspaper alcove has been increased to 36 dailies, 52 weeklies and 142 monthlies and quarterlies; an itemized list is given in Appendix G. Special appreciation has been shown of the technical and art journals which have been added to last year's lists. No additions to our reference resources show as large returns for the amount of money invested as do a few new periodicals. Of special importance for like reasons has been the purchase and binding during the year of 19 additional Poole sets and of many single volumes to fill gaps in incomplete sets owned by the library, a total addition of 470 volumes. As it has been found that many volumes of the bound magazines on the reference shelves are imperfect or have been mutilated, it has been

thought advisable to examine all of them, and 291 volumes have thus far been collated by the reference assistants.

The collection of special editions of standard authors, for use in the library only, has grown to 681 volumes and forms one of the most attractive corners of the reference room.

One of the most interesting and practical features of the year's work has been the weekly staff-class which met on Wednesday mornings from 8.30 to 9.30. From January to June this class was in charge of the reference librarian and the time was devoted to the study of reference books. The subjects discussed were 1) scope and methods of reference work, 2) dictionaries, 3) encyclopedias, 4) hand books of general information, 5) periodical indexes, 6) book indexes and bibliographies, 7) reference books on philosophy and religion, 8) on sociology, 9) on language, 10) on natural science and useful arts, 11) on fine arts, 12) on literature, books of quotations, etc., 13) on history and geography, 14) on biography, 15) on genealogy and heraldry, 16) public documents. At each meeting an informal talk was given on some of the best and most practical reference books on a given subject. Notes were taken by the class and questions given them to be looked up for the next meeting in the books discussed. The discussions were general and spontaneous, questions were freely asked and the work assigned was faithfully done. At the end of the course each member of the class was asked to prepare a list of the first 35 reference books she would choose for a small library. Each member of the class also wrote a specimen examination paper giving ten questions which she thought would fairly cover the work of the course. At the last meeting an informal oral examination was given from the papers submitted. These specimen examination papers and the selected lists of reference books prepared showed that intelligent and thorough work had been done.

The object of the course was to familiarize the members of the staff with the reference resources of the library so that

they should know the books personally and be able to guide readers promptly to the best sources of information.

On November 14 the reference librarian spoke by request to the Colored Teachers' Institute on the use of the books at the Colored Branch by teachers and schools. On November 18 a talk on The Library and the School was given before the Louisville Educational Association. In this talk were outlined the various ways in which the library and especially the Reference Department stands ready to be of service to the teachers and the schools. An invitation was given the teachers to come to the library in small groups for informal instruction in regard to the use of the card catalog, the arrangement of books on the shelves, and the use of the reference books, with the idea that this information should be passed on by the teachers to their pupils. This invitation was accepted by a considerable number of teachers. One group of twelve came at 8.30 on Saturday morning and spent an hour and a half in taking notes on various reference books shown and explained to them.

On January 3 a talk was given before the Woman's Club of Louisville on the aims and work of the library and especially on its relation to the clubs of the city. On June 21 a paper was read before the Kentucky State Federation of Woman's Clubs at Mt. Sterling on the place of a public library in a community, and what club women have done and may do in helping to establish libraries throughout the state.

Previous to the opening of the Portland and Colored branches a selected list of reference books was prepared and a list of periodicals for each of these branches. The assistants to the librarians of the Highland and Portland branches have attended the meetings of the staff-class at the Main Library. The librarians of the branches keep a record of topics upon which information is called for, and the reference librarian attempts to keep in close touch with the reference work and needs of the branch libraries.

In the absence of the head of the department during the summer the reading and reference room was in charge

of Miss Fullerton, who with the aid of Miss Humphrey accomplished among other things, a large amount of work upon club and other reference lists for the coming year. During the summer and throughout the year the evening and Sunday afternoon work of the reference room has been for the larger part of the time in charge of Miss Thomas. The enthusiastic and faithful assistance of these members of the staff is invaluable and sincerely appreciated.

MARILLA WAITE FREEMAN
Head of Reference Department

CHILDREN'S DEPARTMENT

The Trustees are acting wisely in emphasizing the far-reaching importance of this department. The success it has attained is due in large measure to the energy and enthusiasm of the children's librarian. In the belief that the chief hope for developing the reading habit and the love of good books lies with the young the library has planned from the beginning to give the children the best and in abundance. Although it has been in operation only ten months, it has taken rank with the leading children's libraries of the country by virtue of its collection of books, the charm of its furnishings and the number and nature of its activities.

The response on the part of the children was immediate and extensive. Although the library is on the fifth floor, they came in such crowds as to be almost unmanageable until the small adjoining room occupied by the Chess Club was added to the department. The present arrangement permits entrance at one door and exit at another during rush hours.

The experiment of distributing books at seven stations during the summer months proved interesting and suggestive. It not only supplied some patrons in those vicinities more conveniently and reached others not before touched but also emphasized the need of a certain kind of missionary work in order to inform the people of their opportunities and enlarge the library's sphere of influence.

Cooperation with the schools is a watchword of the

department. No effort has been made however to bring unbidden treasures to overworked teachers. The plan is to make the library indispensable to them in their work on account of its helpfulness. This has been accomplished in many cases through the general spirit and actual work of the department, the collection of mounted pictures for circulation, the section of books set apart for the particular use of teachers and other special privileges to them. The numerous talks to schools by the children's librarian has done much toward promoting friendly relations by explaining the advantages and methods of the library and emphasizing what it is prepared and willing to do. In this cooperation lies a large field rich in opportunity for both teacher and librarian. The hearty reception given to efforts made in this direction justifies the belief that an enterprise big with possibilities for the schools has been auspiciously launched.

Report of the Children's Department

To the Librarian:

The Children's Department was formally opened October 31 with exercises at the First Christian Church. The attendance was so great from the very beginning that the children could not be comfortably accommodated in the large room set apart for them. The congestion was much relieved by the annexation of the adjoining room.

In furnishing and equipment these rooms are generally considered to come very close to the ideal. The high walls are tinted a soft shade of red, harmonizing beautifully with the dull finish of the mission furniture. The pictures and plaster casts were carefully selected, only a few of the best copies of the masters being chosen, thus giving room for a gradual growth by donation or purchase. A picture frieze representing Noah's Ark extends along the top of the shelves the full length of the room and is a source of much admiration by old and young. The long line of shelving is broken at pleasing intervals by corticene bulletin boards some of



CHILDREN'S ROOM
MAIN LIBRARY

which are provided with hinges and locks which afford much needed cupboard space. Window boxes and potted plants add greatly to the cheerfulness of the room.

Since October 31, 3,879 children have become members of the library and 47,575 books have been circulated. Many parents and teachers as well as boys and girls of high school age holding adult cards have made use of this department. Teachers come in order to become better acquainted with children's books and to use such as are helpful to them in their work. Because of the many demands for books of interest to grade teachers a special collection has been set aside for their use. Many have formed the habit on their regular visits to the library of looking over this collection and watching for new accessions.

Realizing the educational value of pictures a collection was started with 226 Cosmos prints as a nucleus. To this additions are made month by month, most of them cut from magazines and railroad folders donated by friends until now there are 4,548. All pictures are carefully mounted on dark gray cards of uniform size 8 by 10 inches, classified and arranged in a vertical file so that those on a given subject can easily be found. They are a great help to teachers of day and Sunday schools, leaders of children's clubs, lecturers and newspaper reporters. In the preparation of bulletins and illustrated reading lists they are invaluable.

A list of juvenile books suitable for Christmas presents was prepared in December. Printed copies of the list were distributed free and the books themselves kept on exhibition for two weeks in the children's room where they were examined by parents, teachers and others interested in this form of gift. This list proved so helpful that patrons began to call for others. So far the demand has been supplied by mimeographed lists.

Every effort is made by the children's librarian to come in personal contact with the children, to mingle with them before the shelves and fit the book to the child. To supplement such efforts a weekly story hour was inaugurated

primarily for the purpose of interesting the children in the best literature. The room was usually crowded and often children had to be turned away. The eager quest for books suggested in the story hour is proof of its success. As far as possible the same plan of story telling was carried out at the branches. Volunteer services of several ladies were gladly accepted there as well as at the Main Library where the more pressing duties of the children's librarian prevented her from conducting the story hour herself. Special thanks are due to Misses Nannie Lee Frayser, Jessie Arnold, Jane Akin, Elizabeth Akin, Emma Loving, Caroline Barbour, Elizabeth Barbour, Susan Clark, Mrs. Mason Maury, Mrs. Bernardi and Mrs. Weatherby.

During May and June the children's librarian gave 123 informal talks to the children of the public schools and addressed several meetings of teachers and others interested in children's library work, the object being to explain the work of the Children's Department, to correct mistaken ideas and to interest possible new members. A large increase in registration resulted and a better appreciation of all that the Children's Department aims to accomplish. During these visits it was found that hundreds of children were debarred from the use of the library because of the distance and the expense of car fare. As the children could not come to the library the library decided to go to the children. Seven strategic points were selected to which books could be sent. Three of these were at the public play grounds:

Baxter Square at Twelfth and Green streets

Boone Square at Nineteenth and Rowan streets

Triangle Park at Third street and Park place.

A shelter was offered there for the books. The use of a room and other conveniences were offered at:

Point Kindergarten at Adams and Van Buren streets

Sylvia Avenue School

Louisville Settlement House at Shelby and Jefferson streets.



CHILDREN'S ROOM
MAIN LIBRARY



A station for colored children in the east end was established at Roselane and Hancock streets Colored Mission. In ten weeks the registration at these stations was 415 and the circulation 1,408. The importance of this work can not be too strongly emphasized. With practically no expense these seven miniature libraries have been a very important factor in spreading the influence of the library to the more remote districts of the city.

Their service should not be judged by registration and circulation alone but rather by the large amount of personal work accomplished. In many instances a library interest was aroused where previously there had been a vague and often mistaken idea of the functions of the library.

The staff of the Children's Department includes in addition to the children's librarian one assistant and a page. The development of this department has reached such dimensions that there will be imperative need of another assistant with the beginning of fall and winter work.

The help and encouragement given by members of the library staff are gratefully acknowledged.

ADELINE ZACHERT

Head of Children's Department

BRANCH LIBRARIES

There are now three branches in operation, all in rented quarters. Two were opened during the year. They were made very attractive at moderate cost and are steadily growing in popularity. A single year has demonstrated the importance and possibilities of the branch service. Although one branch has been open only eight and one 11 months, the three together have circulated 77,432 volumes, or 24 per cent of the total number. The Portland Branch for eight months shows an average circulation of 11 times for each book and 17 books for each registered borrower.

The greatest service rendered the library interests of the city this year was the acceptance by the General Council

in January of an additional \$200,000 from Andrew Carnegie for branch buildings. This action contemplates and makes possible a system of branches that will be in keeping with the splendid central plant now in construction. Building lots for three of these have been secured and the general location of the fourth determined. Negotiations for two more sites are now pending. These six buildings will probably exhaust the means available for that purpose, although the original appeal for funds contemplated eight. Much genuine interest and enthusiasm are being manifested by the people in various localities in their efforts to secure branch libraries and raise money to provide sites. A full account of what has been done at each branch follows.

Highland Branch

This is the only branch that has been in operation a full year. It shows a steady growth in size and amount of work done. Without interrupting the service to the public it has been completely re-organized and re-cataloged in conformity with the uniform system for all the branches.

Citizens of the neighborhood raised \$4,000 by subscription for the purchase of a lot on the south corner of New Broadway and Highland avenue, where these streets form an obtuse angle. The lot is in the form of a trapezoid with two right angles. It is 51 feet on New Broadway and 148 feet on Highland avenue; the back lines are 100 and 140 feet respectively. This site presented a problem which was solved by the architects with plans for an L shaped building with ends toward the streets and the entrance in the open corner. The ends are 26 feet across and the sides 60 feet long. It will be built of brick with stone trimmings, one story with high basement. On the main floor the delivery desk is reached immediately on entering; back of it is the reference corner; to the left is the adult room, to the right the children's room. In the basement are four rooms for lecture, boiler, receiving and storage, and class or club purposes. The building will cost about \$25,000. Working drawings and specifications

have been approved by the Building Committee and tentative bids are now being received by the architects. It is expected that work on this building will begin in a short time. It will be the first Carnegie branch library building in the South. The floor plans are given in Appendix I.

Report of the Highland Branch

To the Librarian:

During the past year the work of this branch has developed steadily and a solid foundation has been laid for the future. A source of great satisfaction is the amount of reference work with school children and the circulation among young men of books on scientific subjects, notably electricity. A strenuous effort has been made to increase the percentage of non-fiction circulated. This is slowly being accomplished by weeding out much undesirable fiction and securing a better collection of classed books. Many of the books that were donated when the library was a little orphan struggling for existence are dead weights on the shelves, some are cheap editions, while others have a poverty-stricken air from much mending. The total number of volumes is 3,697 and the circulation for the year 34,586, an increase of more than 25 per cent over last year. The largest circulation was 207 March 27, the smallest 44 June 15, average 113. Since 6 January 1905 only two books have been lost.

In April the first collection of books suitable for school children in the second and third grades was received. The teachers of these grades in the two schools accessible to us were invited to bring their pupils to see them during the week they were on exhibition. The little folks came in such numbers there were not enough books to go around. Fifty children under nine years were added to the library membership in two weeks. Since that time whenever new books arrive they are kept on exhibition four days before being circulated. This method calls forth many reserve postals for new novels but there is also an improved demand for the classed books.

Since October 1 three hours a day have been given to the Central Library by the librarian-in-charge or her assistant except when some accumulated work had to be done at the branch.

In February this branch opened on Sunday afternoon for reading and reference. As it is situated in the immediate neighborhood of eight churches, two cemeteries and one park, all of which are well attended on Sunday in pleasant weather, the number of visitors at this seat of mental improvement has been small thus far, but with the coming of the dreary days it will probably increase.

Early in spring a notice was placed on the bulletin board "Please bring flowers to the library." From that time there have been few days when there were not from one to six bunches of flowers received, many of them small affairs with short stems held in tiny little hands and bashfully presented. A very kindly relation has thus been established between the assistants and the public. Forty five books were also given by eight persons.

The story hour was much enjoyed each week with the room usually crowded. In June Miss Nannie Barbee volunteered to entertain the children one afternoon with some of her delightful impersonations of the old time negro. As she had been our star attraction at two previous entertainments at which she retained a large share of the proceeds, her offer was promptly accepted and highly appreciated.

Since last August about one third of the time of the librarian-in-charge has been given to revising the old catalog. Not being familiar with the numerous cabalistic signs used in cataloging at the Main Library she made countless errors and became almost hopelessly perplexed over so much erasing, altering, drop-lettering and finally re-writing. As soon as the catalog is revised the work will proceed smoothly and with new books in abundance and a new building in prospect we hope to have a fine record for next year.

MARY B. PRATT
Branch Librarian



PORTLAND BRANCH



Portland Branch

This the third branch in the order of establishment has been open only eight months, but it has already attained a prominent place in that section of the city. For several months it led in attendance and circulation and it bids fair to become the most popular of the branches so far organized. It is located in a large store room 60 by 20 feet which is part of the first floor of an old opera house. The wall paper though new in the beginning has had to be renewed on account of water leakage in heavy storms. Still the room is pleasantly furnished and is the most commodious of all the branches. Two rooms in the rear are used only for fuel, closet and storage purposes. Most of the shelving is made in the form of portable wall cases so that it can be used elsewhere if desired.

The 1,371 volumes with which this branch began were kept on the shelves one week for inspection by the public before the library was opened. During that time borrowers were registered and given an opportunity to examine the books and get an idea of the library as a whole.

Steps have been taken by the Taxpayers League and a Woman's Auxiliary toward raising funds for a building site. Considerable work will still be necessary before this object is attained. It is the intention of the Trustees to erect one of the Carnegie buildings in that vicinity as soon as a site is secured.

Report of the Portland Branch

To the Librarian:

On the 18th of December 1905 the Portland Branch Library was opened with 1,371 books. Now there are 2,379, including 720 juvenile and 83 reference. Considering their constant use, they are in good condition; 316 have been mended and 59 sent to the bindery. Only three were not accounted for in the July inventory.

The attendance in eight and one-half months was 40,515, the largest being 9,659 in January and the smallest 2,421 in August. Often during the winter there were 50 to 60 boys and girls in the room at once. The maxim of the right book to the right person had to be abandoned in the effort to find one book for each person on account of the scarcity of volumes. One evening when not a single juvenile book was left on the shelves it was decided to read aloud and select for the children from the few remaining books for adults.

The total registration of borrowers is 1,579, of which 707 are adult and 872 juvenile. There are 82 unclaimed cards registered previous to July 1, leaving 1,497 actual borrowers.

In 231 days 25,003 books have been drawn for home use. On an average each book has been out 11 times, while each borrower has had 17 books, or two per month. The largest circulation for one day was 241 on March 5, the smallest 20 on December 20, average 117. The percentage of fiction drawn is 65.

At first it was hard to get order in the room and at the same time keep the boys and girls in the library until they learned to love the books. While we are not yet perfect, it is a delight to report that a truly library atmosphere has been obtained without posting any obnoxious signs.

A scheme for teaching children to keep the books in order has been devised. When a book is removed the borrower leaves his card in its place on the shelf until the book is returned or taken from the library. The plan works admirably.

Twenty bulletins and book-lists were made during the year. Those attracting most attention dealt with Indians of North America; China and Japan; George Washington; Easter; and Wood, river and shore, or outdoor books for summer reading. Many of our patrons come with book lists made from these bulletins. Some of the children have an author and title list which they check as they read.

During the winter a story hour or reading was conducted once a week by the librarian and friends. An illustrated lecture on China and Japan given free by Mr. William Kendrick crowded the room with 331 persons. The use of a lantern was secured through contributions of friends of the library. The lecture was thoroughly enjoyed and stimulated the demand for everything in the library on that subject.

The library certainly does not lack appreciation by the people, especially by those who have received books bought at their request. Tradesmen and others are grateful in their constant use of the reference collection which has served in searching out 408 reference topics. Many gifts of flowers have added to the attractiveness of the room, with its much admired window gardens. There have also been donations of books and magazines, of which three sets were put into temporary binders and widely circulated.

The branch has been open on Sunday from 2 to 9 for six months, the attendance being 805 boys, 265 girls, 48 men and 28 women, total 1,146. Of these, 521 came before, and 625 after 6 o'clock. With few exceptions they are the same children who attend during the week.

A quiet room for adults is needed where they can read apart from the passing crowd and the ever opening door. The unused room in the rear could be fitted for this purpose with small effort and expense. This would also provide a meeting place for a boys' reading club, which is to be organized if it meets the approval of the "powers that be."

JENNIE O. COCHRAN

Branch Librarian

Colored Branch

From the beginning the Trustees were agreed that a separate branch would be the most effective way of bringing the benefits of the library home to the 40,000 negroes of the city. After some difficulty three small rooms having a floor space of about 11 by 41 feet were rented at 1125 West Chestnut street and furnished, the rear one for children. About 1,400 new books were placed on the shelves classified

and cataloged according to the same system used in all the libraries. The printed regulations governing the use of the library were modified somewhat in the interest of greater freedom and ease for the user. Of applicants for library privileges only their own signature and that of a responsible person as reference are required. Borrowers carry only one card but may draw any number of books for special study.

The opening of the library was characterized as marking an epoch in the development of the race. The reading class among the negroes is small and the library is patronized largely by school children of the grades and of the high school, by teachers and ministers most of whom come to it for serious purposes. This may account for the smaller percentage of fiction circulated here than in the other libraries. Their preference for books by and about their own people should be an encouragement to colored authors of ability. Readers have free access to all the shelves and may help themselves to any book in the library.

One of the features of the library is the attractiveness of the quarters. They are small but well adapted to their purpose. The front yard with its well kept bit of lawn and flower bed is a standing invitation to enter where everything is neat and quiet and a distinctly library atmosphere prevails. It is not only supplying the intellectual wants of the people but it serves as a permanent object lesson in cleanliness and order.

The Trustees purchased a lot 69 by 120 feet for \$3,105 on the southwest corner of Tenth and Chestnut streets. The working drawings are now in preparation by the architects. The general plans are given in Appendix J. They call for a \$25,000 building 45 by 77 feet, one story and basement of brick with stone trimmings. The main floor will contain the delivery desk near the entrance with room for floor cases in the rear. To the left on entering is an office for the librarian and the children's room; to the right the adult room. The whole floor can be easily supervised from one central point. The basement

will contain the boiler room, a small place for receipts and storage, a lecture room and two class rooms so arranged that their full seating capacity can be added to the lecture room.

Report of the Colored Branch

To the Librarian:

September 23, 1905 was made memorable by the opening of the Colored Branch of the Louisville Free Public Library, fitting exercises being held in the Knox Presbyterian Church. Since that time the attendance has been 35,734. Cards entitling them to draw books have been issued to 1,834 persons, 1,147 adults and 687 children. The number of books drawn for home use is 17,838. The largest circulation was 160 May 31, smallest 22 on December 28, average 58.

The library began with a choice collection of 1,400 volumes, but now has 2,797. Only three books could not be accounted for in the July inventory.

There are also on file 42 of the best magazines and periodicals which are included in the list under Appendix G. Those marked with a star are donated. Among the most popular magazines are the Colored American, Delineator, Good Housekeeping, Ladies' Home Journal, Voice of the Negro and the Youth's Companion.

The popularity of colored authors is a noticeable fact. Up from slavery by Booker T. Washington was the first book drawn for home reading. Among the books which have had the largest circulation are Chesnutt, Marrow of tradition; Frederick Douglas, Life and time of; Du Bois, Souls of black folk; Dunbar's poems; and Washington, Character building, Up from slavery and Working with the hands.

The library is patronized by all classes, teachers and preachers taking special interest. It is gratifying to note that the public school teachers early recognized the value of the library to their pupils and to themselves and that some have been incessant in trying to bring the children in

touch with it. Its location near the Colored High School makes it of special advantage to the high school pupils who use it as a reference library. A large number visit it daily. Special attention is given to their questions and to the topics assigned by their teachers. Following are the reference questions for a single day, May 9: Something on the life of Kant; Martin Luther; Humboldt; Fichte; Benedict Arnold's death bed; Description of cray fish; History of Louisville; Felicia D. Hemans; Omnibus Bill; Goethe; Presidential campaign of 1800-01; Date of the organization of the Church of our Merciful Saviour.

Under the supervision of the branch assistant a boys' reading club has been organized, which meets at the library once a week except during the summer months. Its purpose is to acquaint the boys with some of the best authors and to create a taste for wholesome literature.

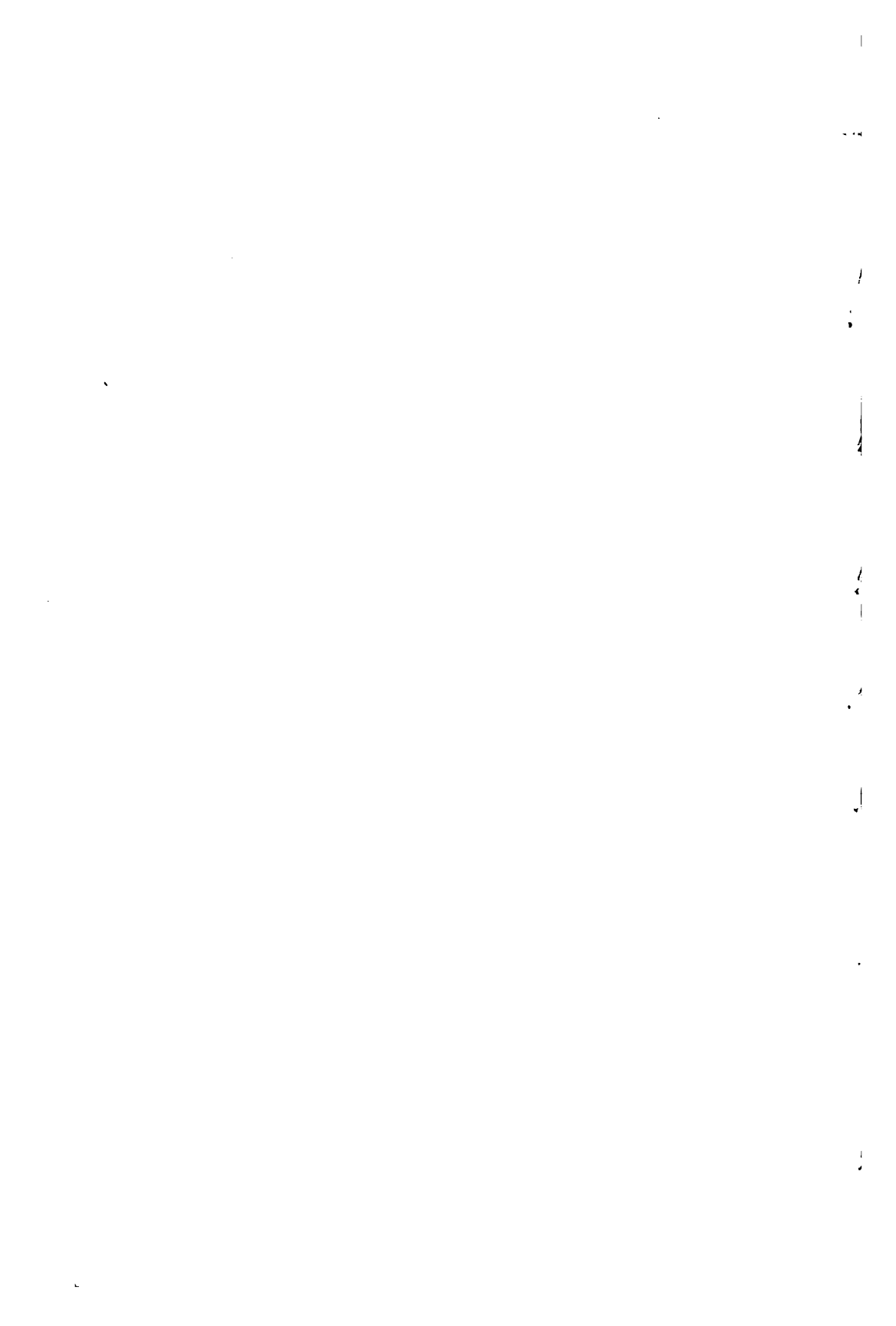
Another interesting feature is the children's story hour, which has continued during the school term. One afternoon each week the principals of the colored kindergartens meet alternately with the children and read and tell stories of various kinds found in the library, much to the delight of the little ones. The interest of the children is aroused, new ideas are formed and unconsciously a taste for reading is acquired.

Owing to the distance there has been a falling off in the number of borrowers in the east end district. This has been partially overcome by the establishment there of a library station which is open once a week from 4 to 6 p. m. More effective work could be done if this station were open twice a week. With the proper location and the necessary books it promises to be well patronized.

In May and June the various churches and schools were visited by the librarian and his assistant and brief addresses made, explaining what the library aims to do and how it may be used. The resulting increase in attendance and circulation emphasized our need of additional reading room space and more adequate provision for small children.



COLORED BRANCH



Since February the library has been open Sundays from 2 to 9 p. m. with an average attendance of 18. While the Sunday opening serves a good purpose for a few people, it has not been popular.

We are profoundly grateful for the advice and instruction of the head librarian given both at the Main Library and on frequent visits to this library; also to the children's librarian for valuable suggestions made from time to time.

THOS. F. BLUE

Branch Librarian

Parkland Branch

In July 1905 through the efforts of the Parkland Progressive Club a lot 100 by 120 feet on Twenty-eighth street and Virginia avenue was donated to the library as a site for a branch building. In July 1906 the Trustees voted to erect there a \$20,000 building and elected Brinton B. Davis architect, who is now preparing plans. The work will be pushed as rapidly as circumstances permit.

This report would be incomplete without an acknowledgement of the help and encouragement that has come from the active interest and wise counsel on the part of the Trustees, the hearty cooperation on the part of the members of the staff and the general appreciation of the library on the part of the public.

Respectfully submitted

WILLIAM F. YUST

Librarian

APPENDIX A
ATTENDANCE 1905-06

1905	Main	Branches			Total
		Highland	Portland	Colored	
September	27,774	3,000 (estimated)	583	31,357
October	29,336	3,000 (estimated)	4,401	36,737
November	42,097	3,522	4,132	49,751
December	37,758	3,528	2,768	2,735	46,789
1906					
January	40,865	4,871	9,695	4,180	59,611
February	36,656	4,653	5,960	3,408	50,677
March	42,108	5,048	6,179	3,838	57,173
April	34,770	4,182	4,323	2,655	45,930
May	30,093	3,897	3,466	3,217	40,673
June	28,175	3,501	2,852	2,334	36,862
July	25,884	3,195	2,887	2,276	34,242
August	26,159	3,030	2,421	2,067	33,677
	401,675	45,427	40,551	35,826	523,479

APPENDIX B
CIRCULATION 1905-06

1905	Main	Branches			Total
		Highland	Portland	Colored	
September	16,884	2,318	74	19,276
October	17,252	2,577	1,357	21,186
November	23,037	2,933	1,545	27,515
December	21,908	2,828	816	1,381	26,933
1906					
January	24,727	3,481	3,895	1,673	33,776
February	22,525	3,287	3,439	1,538	30,789
March	25,251	3,922	4,121	1,750	35,044
April	19,347	2,901	2,958	1,583	26,789
May	18,884	2,814	2,755	2,228	26,681
June	17,107	2,429	2,382	1,712	23,630
July	17,594	2,505	2,504	1,743	24,371
August	17,519	2,591	2,133	1,254	23,497
	242,035	34,586	25,003	17,838	319,487

Louisville Free Public Library

APPENDIX B—Continued

Circulation—Main Library

Year Ending 31 August 1906

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Percent
General Works.....	16	13	14	13	16	14	13	11	8	6	6	3	133
Current Periodicals.....	399	396	390	318	430	415	720	589	586	599	670	631	6,143	.031
Philosophy.....	81	91	104	130	169	49	165	133	114	101	115	126	1,378	.007
Religion.....	95	103	86	90	127	136	161	121	74	75	58	73	1,199	.006
Sociology.....	187	176	172	178	194	255	267	190	185	145	153	171	2,273	.011
Philology.....	8	8	2	10	11	21	25	14	14	6	15	6	140
Science.....	174	190	147	155	172	206	266	145	148	112	111	121	1,947	.01
Useful Arts.....	102	95	107	125	128	133	167	98	76	84	99	136	1,350	.006
Fine Arts.....	186	204	181	209	280	270	344	255	212	161	169	189	2,660	.013
Literature.....	531	614	666	525	736	795	958	737	599	413	468	444	7,486	.038
History.....	289	351	391	315	401	402	469	334	260	171	206	210	3,799	.019
Travel.....	287	259	265	230	303	376	416	248	201	236	215	212	3,248	.016
Biography.....	370	413	420	382	460	534	572	402	352	279	312	317	4,813	.024
Fiction.....	14,093	14,269	14,200	12,528	14,969	13,476	14,936	11,158	11,625	11,026	12,161	12,150	156,591	.805
Foreign books.....	66	70	82	73	97	152	180	169	119	99	105	88	1,300	.006
Total.....	16,884	17,252	17,227	15,281	18,493	17,234	19,659	14,604	14,573	13,513	14,863	14,877	194,460
Average daily.....	675	663	689	611	711	749	728	584	560	519	594	548	635
Open Shelves.....	14,326	17,344	16,151	18,370	13,811	14,016	13,034	13,426	14,347	14,835
Children's Room.....	5,810	6,627	6,234	5,291	5,592	4,743	4,311	3,594	2,731	2,642	47,575

APPENDIX B—Continued
 Circulation—Children's Department
 1 November 1905 to 31 August 1906

	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Percent
General Works.....					9		2				11	
Philosophy.....	1	2	1	2	11	4	5	7	3	3	39	
Religion.....	53	60	39	37	79	41	62	40	39	20	470	.010
Sociology.....	721	823	699	553	690	475	404	311	266	264	5,206	.109
Philology.....	49	63	41	38	46	32	23	20	19	8	339	.007
Science.....	103	101	98	77	163	119	71	67	49	62	910	.019
Useful Arts.....	56	77	57	61	96	59	59	24	22	20	531	.011
Fine Arts.....	97	42	70	59	99	60	53	65	54	42	641	.013
Literature.....	223	244	171	130	179	136	86	67	54	45	1,335	.028
History.....	287	306	274	241	231	56	212	180	131	104	2,122	.044
Travel.....	153	182	127	103	190	148	178	122	74	67	1,344	.028
Biography.....	180	205	131	164	181	110	84	118	85	61	1,319	.027
Fiction.....	3,896	1,261	4,606	3,806	4,505	3,281	3,059	2,619	2,020	1,935	30,988	.65
Total.....	5,810	6,627	6,234	5,291	5,592	4,743	4,311	3,594	2,731	2,642	47,575	

Louisville Free Public Library

APPENDIX B—Continued
Circulation—Highland Branch
 Year Ending 31 August 1906

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Percent
General Works.....	2	2	7	2	1	4	1	1	5	4	29
Current Periodicals.....	21	25	52	98	.002
Philosophy.....	7	5	6	4	4	3	6	2	4	4	11	6	62	.001
Religion.....	15	10	6	9	23	25	17	21	22	13	15	12	188	.005
Sociology.....	32	43	105	117	122	90	166	144	172	134	127	124	1,376	.039
Philology.....	1	5	5	1	5	7	6	15	28	26	18	12	129	.003
Science.....	16	29	50	46	76	93	102	93	83	61	37	43	729	.021
Useful Arts.....	12	17	19	36	38	40	60	54	41	24	42	36	419	.012
Fine Arts.....	11	14	25	19	13	26	48	34	22	23	37	54	326	.009
Literature.....	66	78	89	96	121	94	162	125	102	73	42	60	1,108	.03
History.....	74	89	99	97	141	109	153	128	115	74	76	65	1,220	.035
Travel.....	54	60	78	91	100	105	135	98	107	100	74	80	1,082	.031
Biography.....	41	56	72	77	74	93	102	65	54	27	37	34	732	.021
Fiction.....	1,987	2,169	2,372	2,233	2,763	2,598	2,964	2,121	2,064	1,843	1,960	2,013	27,087	.78
Foreign books.....	1	1
Total.....	2,318	2,577	2,933	2,828	3,481	3,287	3,922	2,901	2,814	2,429	2,505	2,591	34,586
Average daily.....	94	99	117	113	134	142	145	116	108	94	100	96	113

APPENDIX B—Continued
Circulation—Portland Branch
18 December 1905 to 31 August 1906

	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Percent
General Works											
Current Periodicals	2	23	53	95	74	80	43	89	55	514	.02
Philosophy	1	6	10	9	2	18	8	7	61	.002
Religion	7	44	43	59	43	50	32	24	12	314	.012
Sociology	69	238	234	289	217	182	172	143	123	1,667	.066
Philology	11	37	33	66	37	32	47	31	22	316	.012
Science	18	142	110	120	105	101	53	93	47	789	.031
Useful Arts	10	44	41	61	57	51	48	41	28	381	.015
Fine Arts	11	77	65	70	68	37	42	51	31	452	.018
Literature	20	176	191	174	154	129	76	108	44	1,072	.042
History	51	242	179	256	148	108	104	99	62	1,249	.049
Travel	30	184	175	229	124	140	129	132	96	1,239	.049
Biography	27	109	126	119	89	83	55	48	27	683	.027
Fiction	559	2,573	2,179	2,574	1,840	1,744	1,573	1,638	1,586	16,266	.65
Total	816	3,895	3,439	4,121	2,958	2,755	2,382	2,504	2,133	25,003
Average daily	74	149	149	153	118	105	92	114	79	111

APPENDIX B—Continued
Circulation—Colored Branch
 25 September 1906 to 31 August 1906

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Percent
General Works.....	4 days	1	1	5	9	3	19	.001
Current Periodicals.....	18	22	76	73	54	65	155	263	270	110	1,106	.060
Philosophy.....	3	2	2	4	11	17	23	18	14	15	15	124	.006
Religion.....	1	10	9	2	14	27	22	27	39	43	36	32	262	.014
Sociology.....	2	21	42	33	43	40	64	74	84	73	74	47	579	.031
Philology.....	3	3	1	1	1	9	1	19	.001
Science.....	15	26	19	19	21	26	20	26	9	26	16	223	.012
Useful Arts.....	2	8	12	11	8	8	19	15	17	16	12	13	141	.007
Fine Arts.....	2	8	18	11	29	12	17	14	24	27	29	27	218	.012
Literature.....	4	83	110	68	83	67	90	71	89	57	48	43	813	.045
History.....	3	33	36	19	31	22	19	28	23	15	21	16	266	.014
Travel.....	1	16	22	13	18	18	17	19	26	11	11	6	178	.009
Biography.....	3	66	90	67	59	63	58	44	48	20	25	15	558	.031
Fiction.....	33	604	629	509	579	573	594	472	544	447	490	438	5,912	.33
Juvenile fiction.....	15	356	376	397	458	379	400	353	517	297	284	202	4,034	.22
“ Class books.....	8	131	151	207	251	224	352	358	617	406	393	270	3,368	.18
Total.....	74	1,357	1,545	1,381	1,673	1,538	1,750	1,583	2,228	1,712	1,743	1,254	17,838
Average daily.....	18	52	62	55	64	67	65	64	86	66	70	46	58

APPENDIX C

Books, Binding &c. Received 1 September 1905 to 31 August 1906

1905	Books		Pams.		Binding		Rebinding		Printed cards Cost	Periodic- costs &c. Cost	Pams. &c. Cost	Total Cost
	Vols.	Cost	No.	Cost.	Vols.	Cost	Vols.	Cost				
Sep	488	\$541 94	2	\$0 50			243	\$103 62	\$100	\$1 00	\$5 64	\$752 70
Oct	1,165	1,045 18	1	35	60	\$54 00	504	200 00		23 85	75 85	1,399 23
Nov	1,156	1,330 34			48	43 20	477	200 00	100	10 14		1,683 68
Dec	648	817 56	15	3 63						955 06		1,776 25
1906												
Jan	1,296	1,454 39	110	9 80	72	64 80	257	103 20		4 00	2 14	1,638 33
Feb	460	468 69	48	5 61	3	2 70				8 15	7 66	492 81
Mar	866	857 87	1	75	172	154 80	228	95 76		11 40	5 57	1,126 15
Apr	755	572 73	20	2 59	142	135 50	242	108 63	50	2 25	10 00	881 70
May	741	781 61	239	9 04	95	85 50	1,022	327 98		5 73		1,209 86
June	140	141 51	233	18 86			625	262 50		2 50		425 37
July	910	1,044 89			72	65 80	223	106 46	25	6 00		1,248 15
Aug	417	432 83	11	4 21	32	28 80	496	197 10	50			712 94
Total	9,042	\$9,489 54	680	\$55 34	696	\$635 10	4,317	\$1,705 25	\$325	\$1,030 08	\$106 86	\$13,347 17

APPENDIX D
Volumes Accessioned 1 September 1905
to 31 August 1906

Month	Main	Colored Branch	Highland Branch	Portland Branch	Total
September	2,313	288	71	53	2,725
October	1,694	143	58	126	2,021
November	286	196	81	525	1,088
December	570	130	61	262	1,023
January	869	172	129	208	1,378
February	236	109	79	91	515
March	619	108	84	67	878
April	650	145	150	133	1,078
May	551	147	121	119	938
June	310	31	32	33	406
July	342	79	104	65	590
August	414	120	37	58	629
Total	8,854	1,668	1,007	1,740	13,269
Cost	\$8,662.44	\$1,485.31	\$956.89	\$1,458.09	\$12,562.73

APPENDIX E
Volumes Cataloged 1 September 1905
to 31 August 1906

Month	Main Library	Colored Branch	Highland Branch	Portland Branch	Total
September	968	1,103	48	313	2,432
October	2,405	52	113	65	2,635
November	1,337	161	73	522	2,093
December	1,089	155	83	508	1,835
January	1,803	124	122	186	2,235
February	1,338	152	105	112	1,707
March	1,751	9	127	178	2,065
April	2,160	129	152	108	2,549
May	1,262	124	108	104	1,598
June	682	83	67	56	888
July & August...	1,819	187	157	121	2,284
Total	16,614	2,279	1,155	2,273	22,321

APPENDIX F

Gifts

1,414 volumes, 1,265 pamphlets, 568 unbound numbers of magazines; 8 miscellaneous gifts; v=volumes, p=pamphlets, m=unbound numbers of magazines.

- Adams, Gilmer S. 1v
 Alexander, Rev. Gross 1v
 Allen, Lafon 3p
 Allen, Lane & Scott 1v
 Allen, Mrs. W. W. 2v
 American Unitarian Assn. 10v
 Army War College 1p
 Atlanta Carnegie Library 1p
 Atlantic Union 1p
 Banneker Reading Circle 1 picture
 Barbour, L. G. 1v
 Barth, Mayor Paul C. 1v
 Bartholomew, W. H. 1v
 Bausch & Lomb Co. 1p
 Baylor University 1p
 Beckham, Gov. J. C. W. 1v
 Beckman, Miss Ida 17v
 Belknap, W. R. 2v 9m
 Berlin Photographic Co. 1p
 Bernheim, I. W. 1v 4p 1 Medal
 Bishop, Miss Hattie 1 set miniature casts
 Blue, T. F. 4v
 Bodin, T. H. 1v
 Bolton, Mrs. C. E. 1v
 Boston, City of 1p
 Bowdoin College 5p
 Brockton Public Library 1p
 Brooklyn Public Library 7p
 Brown, R. W. 12v 12p 2m
 Bruce, W. H. 1v
 Burton, G. L. 1p
 Cambridge Public Library 2p
 Canadian Year Book 1p
 Carnegie, Andrew 1v
 Caron Directory Co. 1v
 Cedar Rapids Free Public Library 1p
 Chicago, University of 2p
 Church of Jesus Christ 1v
 Cincinnati Public Library 1p
 Cleveland Public Library 1p
 Cornell University 1p
 Cornwell, Mrs. C. L. 12m
 Cosby, Mrs. F. C. 86 Curios
 Cox, Miss E. L. 1v
 Cox, L. N. 1v
 Cross, W. O. 79p
 Cummings, T. H. 1p
 Cunningham, Miss Edith 9v
 Dartmouth College 1p
 Dayton Public Library 1p
 Detroit Public Library 1p
 Dickinson, Thomas 2v
 District of Columbia Public Library 13p
 Drexel Institute 1p
 Dulaney, Miss (See Willis)
 Duquesne Carnegie Free Library 1p
 Durrett, Col. R. T. 1v
 East Orange Free Public Library 1p
 Eberhard, Mrs. F. L. 6v
 Enelow, Dr. H. G. and others 1v
 Enoch Pratt Free Library 1p
 Evanston Free Public Library 1p
 Ferguson, E. A. 1v
 First Church of Christ Scientist 1v
 Fletcher Free Library 1p
 Gatchell, A. D. 4v
 Gordon & Gotch 1v
 Grand Rapids Public Library 1p
 Grant, H. B. 1v
 Gunterman, Mrs. E. M. 288m
 Harvard University 1v 2p
 Haverhill Public Library 1p
 Hawaii Promotion Committee 1p
 Heywood, W. S. & A. B. 3v 1p
 Howell, W. O. 3v 3p
 Hughes, R. E. "Ky. Home Coming" Souvenirs, &c.
 Hughesdon, Miss 1v
 Illinois Central Railroad 1v
 International Institute of Bibliography 1p
 Iron Age 1v 1p
 Irrigation Congress 1p
 Jacksonville Free Public Library 1p
 Jersey City Free Public Library 2p
 Jewish Settlement in America (250th Anniversary of) 1v
 John Crerar Library 2p
 Keiser, J. E. 1v
 Kendrick, W. C. 3v
 Ky. Bureau of Agriculture 1v
 Ky. Commission, La. Purchase Expos. 1v
 Ky. Federation of Woman's Clubs 1p
 Ky. State Auditor 1v
 Kentucky State College 3p
 Kentucky State Library 5v 4p
 Knott, R. W. 1p
 Krieger, Mrs. Mary 6v
 Lake Mohonk Conference 1p
 Lee, Miss Ivy L. 14p
 Lewis & Clark Exposition 1p
 Lexington Public Library 1p
 Lilley, Charles 1v
 Long-Arm System Co. 1p
 Los Angeles Public Library 1p
 Louisiana Historical Society 2p
 La. Purchase Expos. 1v

APPENDIX F—Continued

- Louisville Art Club 130 pictures
 Louisville, City of 12v
 Louisville, University of 2p
 McClure, W. H. 148v
 McCormick Neurological College 1p
 McDowell, R. A. 1v
 McKnight, W. H. Sons & Co. 14p
 McNairy, Mrs. J. K. 1v
 Mass. State Board of Health 1v
 Metropolitan Museum of Art 1p
 Meyer, Hugo R. 1v
 Millicent Library 1p
 Miscellaneous donors 449p
 Mitchell, Mrs. J. D. 3v
 Montana State Library 1v
 Morris, John D. & Co. 3p
 Morris, Knox 11m
 Morrow, W. E. 1v
 Nashville Carnegie Library 1p
 National Child Labor Commission 1p
 National Civil Service Reform League 1p
 National Education Association 1p
 Nebraska, University of 1p
 Needham, Charles K. 30p
 Neighborhood House 1p
 New Bedford Free Public Library 2p
 New Haven Free Public Library 1p
 New Jersey State Library 1v
 New York Chamber of Commerce 1v
 New York City Club 1p
 New York Society Library 2p
 Newark Free Public Library 3p
 Newcombe, H. T. 1p
 Niagara Falls Public Library 1p
 Norfolk Public Library 1p
 North American Review 1p
 Ohio Geological Survey 1p
 O'Neill, Charles 8m
 Ottumwa Public Library 1p
 Parks, L. L. 1v
 Pennsylvania Prison Society 1p
 Pennsylvania University 2p
 Perkins Institute 1p
 Phillips Exeter Academy 1p
 Pittsburg Carnegie Institute 1p
 Pittsburg Carnegie Library 2p 1m
 Pollard, Miss A. V. 1v
 Polytechnic Society of Ky. 1v
 Portland Library Association 1p
 Portland (Me.) Public Library 1p
 Pratt, Mrs. Mary E. 1v
 Presbyterian Theological Seminary 1p
 Princeton University 1v 3p
 Queens Borough Library 3p
 Ramsay, Rev. W. H. 4v
 Ravitch, Dr. M. L. 4v
 Roach, Mrs. J. G. 1v
 Robinson, W. A. 1v
 Rule, Lucien V. 1p
 St. Andrews University 1p
 St. Joseph Free Public Library 1p
 St. Louis Academy of Science 3p
 St. Louis Mercantile Library Association 1p
 St. Louis Public Library 2p
 St. Paul Public Library 1p
 Salem Public Library 1p
 Sargeant, W. H. 1v 1p
 Scranton Public Library 1p
 Seattle Public Library 15p
 Sedalia Public Library 1p
 Semple, Mrs. Charles 223m
 Settle, Geo. T. 1v
 Shannon, R. C. 1v
 Shaw, George 4v
 Shaw, Mrs. Joseph 1v 207p
 Sherley, Swagar 42v 1 Philippine gun
 Short, William 95v
 Shoup, Earle 12m
 Simmons College 1p
 Smith, Alexander & Sons 2p
 Smith, Mrs. N. E. & Cotton Mrs. S. 1v
 Smith, Zachariah F. 9v 3 pictures
 Smithsonian Institution 1p
 Snively, Mrs. M. D. 5v
 Somerville Library 1p
 Southern Historical Society 1p
 Springfield City Library 1p
 Syracuse Public Library 3p
 Texas, University of 3p
 Towle Manufacturing Co. 2v 3p
 Trawick, Mrs. E. P. K. 1v
 Truman, Miss Lillian 2v
 Tuley, Dr. H. E. 10v
 U. S. Government 319v 329p Maps
 Vanderlip, Frank A. 2p
 Vermont, University of 1p
 Virginia, University of 4p
 Washington Co. (Md.) Free Library 1p
 Watts, J. A. 1v
 Welcker, Adair 1p
 Wells, L. G. 1v
 Western Theological Seminary 1p
 Whayne, Miss Mary 1v
 Wilkes-Barré Bd. of Trade 2m
 Williams, Elvira 4v
 Willis, Mrs. A. S. 419v 6p
 Willis, Mrs. A. S. & Dulaney, Miss 126v
 Wilmington Institute Free Library 1p
 Wright, Syd. 1v
 Yale University 1p
 Young, Col. Bennett H. 4v
 Yust, William F. 1p

For additional gifts see Periodicals, Newspapers, Library Bulletins.

APPENDIX G

Periodicals

M=Main Library
C=Colored Branch

H=Highland Branch
P=Portland Branch

The letters and figures indicate the name of library and the number of copies it received. One copy is understood where no figure is given. Harper's Monthly M 8, C, H, P, means that eight copies of this magazine are received at the Main Library and one at each of the three branches.

- Alexander's Magazine C
Amateur Work M C H P
American Architect and Building News M
*American Baptist C
American Boy M C H P
American Educational Review M
American Geographical Society Bulletin M
American Historical Review M
American Homes and Gardens M
American Journal of Science M
American Journal of Sociology M
American Journal of Theology M
American Law Review M
A. L. A. Book List M 2
American Machinist M
American Naturalist M
American Statistical Association Publications M
Annals of American Academy of Political and Social Science M
Appleton's Magazine M 4
Architectural Record M
Arena M
Army and Navy Register M
Art Journal M
Athenæum M
Atlantic Monthly M 4 H P
Babyhood M
*Balance M
*Baptist Argus M C
Biblical World M
Birds and Nature M C H P
Blackwood's Magazine M
*Book Buyer M
Book-Review Digest M 2
Bookman M
Brush and Pencil M
Bulletin of Bibliography M
*Cadiz Informed C
Camera Craft M
Canadian Magazine M
Cassier's Magazine M
Catholic World M
Century M 7 H P
Charities M
Chautauquan M
Christian Endeavor World C
*Christian Observer M C
*Christian Science Journal M
*Christian Science Sentinel M
*Cleveland Citizen M
Collier's Weekly M C
Confederate Veteran M
Contemporary Review M
Cosmopolitan M 2
Country Life in America M
Craftsman M H P
*Crimson (M. T. H. S.) M
Critic M H P
Cumulative Book Index M 2
Current Literature M 2
Delineator M 3 C H
Deutsche Rundschau M
Dial M
Dramatic Mirror M
Eclectic Magazine M
Edinburgh Review M
Education M
Educational Review M
Electrical World and Engineer M
Elementary School Teacher M
Engineering and Mining Journal M
Engineering Magazine M
Engineering News M
Etude M
Everybody's Magazine M 4 C
*Farmer's Home Journal M
*First Baptist Church Bulletin M
Fliegende Blaetter M
Fortnightly Review M
Forum M
*Gardeners' Chronicle of America M
Gartenlaube M
Gentleman's Magazine M
Geographical Journal M
Good Government M
Good Housekeeping M C H
Graphic M
Harper's Bazar M 2 H P
Harper's Monthly M 8 C H P
Harper's Weekly M 2 H
Harvard Graduates' Magazine M
*Herald of the Cross M
*Herald of the Golden Age M

*Gifts

APPENDIX G—Continued

- Hints M 2
 House Beautiful M H P
 Illustrated London News M
 Independent M
 *Indianapolis Freeman C
 International Journal of Ethics M
 International Quarterly M
 International Studio M
 *Iowa Health Bulletin M
 Iron Age M
 Johns Hopkins University studies M
 Journal of American Folk Lore M
 Journal of Franklin Institute M
 Journal of Political Economy M
 Judge M 2 C
 Kentucky Law Reporter M
 Kentucky Magazine M
 *Kentucky Standard C
 *Kentucky Stock Farm M
 *Kentucky's Young Men M 2
 Keramic Studio M
 Kindergarten Magazine M
 Ladies' Home Journal M C
 *Ladies' Review M
 Leslie's Weekly M 2 C
 Library Index M
 Library Journal M 2
 *Library Work M 2
 Life M 2 H P
 Lippincott's Magazine M
 Literary Digest M 2 C P
 Little Chronicle M H
 Little Folks M C H
 Living Age M
 London Quarterly Review M
 London Times M
 *Louisiana Planter M
 *Louisville Daily Record M
 *Lyceumite M
 McClure's Magazine M 7 C H P
 Manual Training M
 *Masonic Home Journal M
 Masters in Art M
 *Milliner C
 Missionary Review of the World M
 Munsey's Magazine M 5 C
 Musical Courier M
 Nation M
 *National Bulletin of Charities and Correction M
 National Geographic Magazine
 National Magazine M
 National Review M
 Nature M
 *New Century Path M
 New England Historical and Genealogical Register M
 New England Magazine M
 *New York Age C
 Nineteenth Century M 2
 North American Review M
 Official Guide to Railways M
 Our Dumb Animals M
 Out West M
 Outing M
 Outlook M 4 C H P
 Overland M 2
 Pedagogical Seminary M
 Philosophical Review M
 Photo Era M
 Physical Culture M
 *Pitman's Journal M
 Poet Lore M
 Political Science Quarterly M
 Popular Astronomy M
 Popular Mechanics M 2
 Popular Science Monthly M
 Power M
 Psychological Review M
 Public Libraries M 2 C H P
 Publishers' Weekly M
 Puck M 2 C H
 Punch M
 Quarterly Journal of Economics M
 Quarterly Review M
 Reader M
 Readers' Guide to Periodical Literature M C H P
 *Record (L. G. H. S.) M
 Records of the Past M
 Register of Kentucky State Historical Society M
 Religious Education M
 Review of Reviews M 4 C H P
 Revue des Deux Mondes M
 St. Nicholas M C H P
 Saturday Evening Post M C
 Saturday Review (N. Y. Times) M 2 H P
 School Review M
 Science M
 Scientific American M H P
 Scientific American Supplement M H P
 Scottish American M
 Scribner's Magazine M 6 P
 Sewanee Review M
 *Shelby Sentinel M
 *Smithsonian Miscel. Collections M
 South Atlantic Quarterly M
 *Southern Farm Gazette M
 *Southern Historical Society Papers M
 *Southern Home M

*Gifts

APPENDIX G—Continued

Southern Teachers' Advocate	C	Westminster Review	M
*Southern Workman	C	What's in the Magazines	M
Spectator	M	*Wilkes-Barré Board of Trade	
*Spectator (L. M. H. S.)	M	Journal	M
Success	M C	William and Mary College Quar-	
*Suggestion	M	terly	M
Sunday School Times	M C P	Wilshire's Magazine	M
Technical World	M H	Die Woche	M
*Thoroughbred Record	M	Work with Boys	M
Ueber Land und Meer	M	World To-day	M
Vogue	M	World's Work	M 4 H P
Voice of the Negro	C	Youth's Companion	M C H P
*Western Recorder	M	*Zion Methodist	C

*Gifts

Newspapers

These all come to the Main Library. Those followed by the figure 5 are also received at each of the three branches.

Atlanta Constitution		*Louisville Courier Journal	5
Baltimore American		*Louisville Daily Record	
Boston Transcript		*Louisville Herald	5
Brooklyn Eagle		*Louisville Post	5
Chicago Record Herald		*Louisville Times	5
Chicago Tribune		Memphis Commercial Appeal	
Cincinnati Enquirer		New Orleans Times Democrat	
Cleveland Plaindealer		New York Herald	
*Congressional Record		New York Times	
Detroit Free Press		Philadelphia Public Ledger	
Houston Post		Pittsburg Post	
Indianapolis News		Richmond Times Dispatch	
Kansas City Star		Rocky Mountain News	
*Kansas City Times Star		St. Louis Globe Democrat	
*Knoxville Sentinel		St. Paul Pioneer Press	
*Lexington Herald		San Francisco Chronicle	
*Lexington Leader		Springfield Republican	
*Louisville Anzieger		Washington Star	

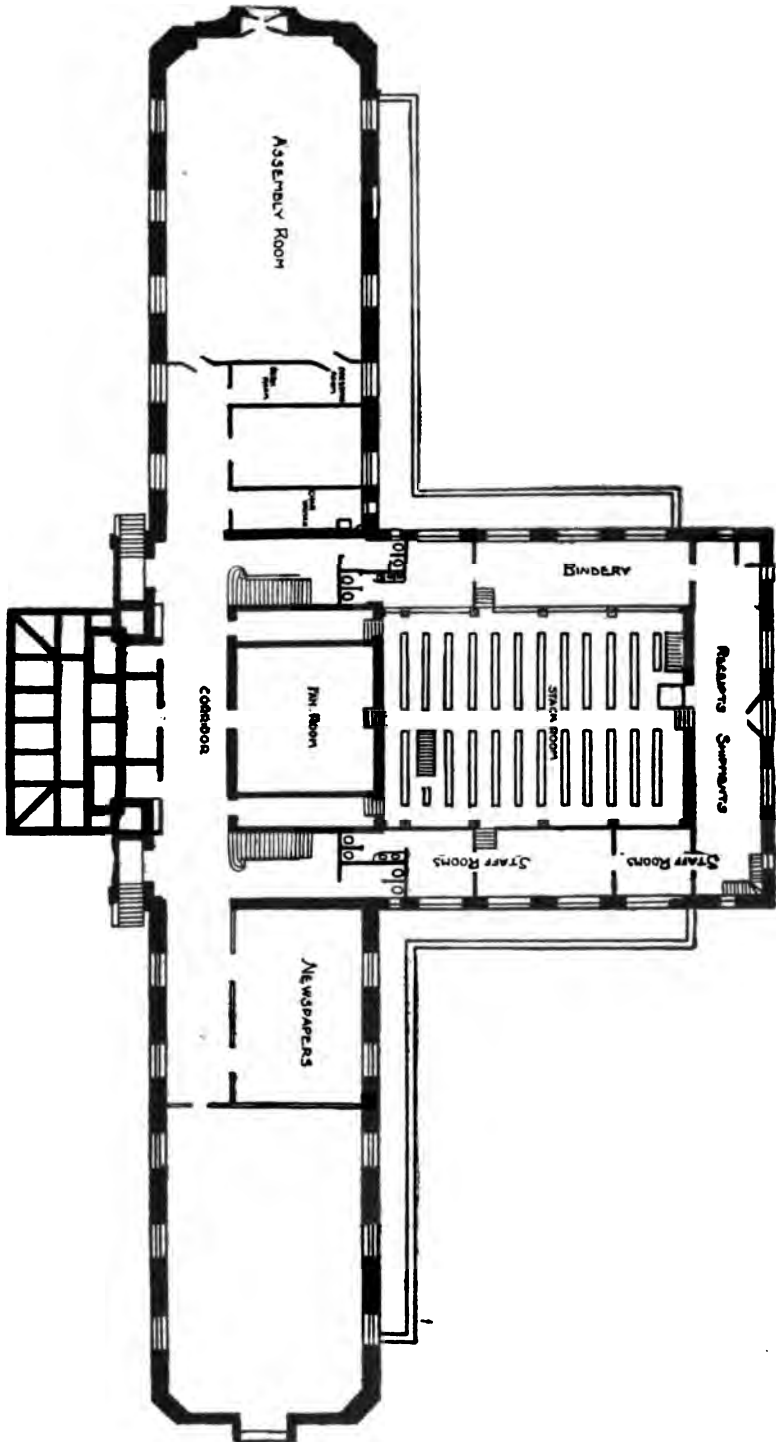
*Gifts

Library Bulletins

(Donated)

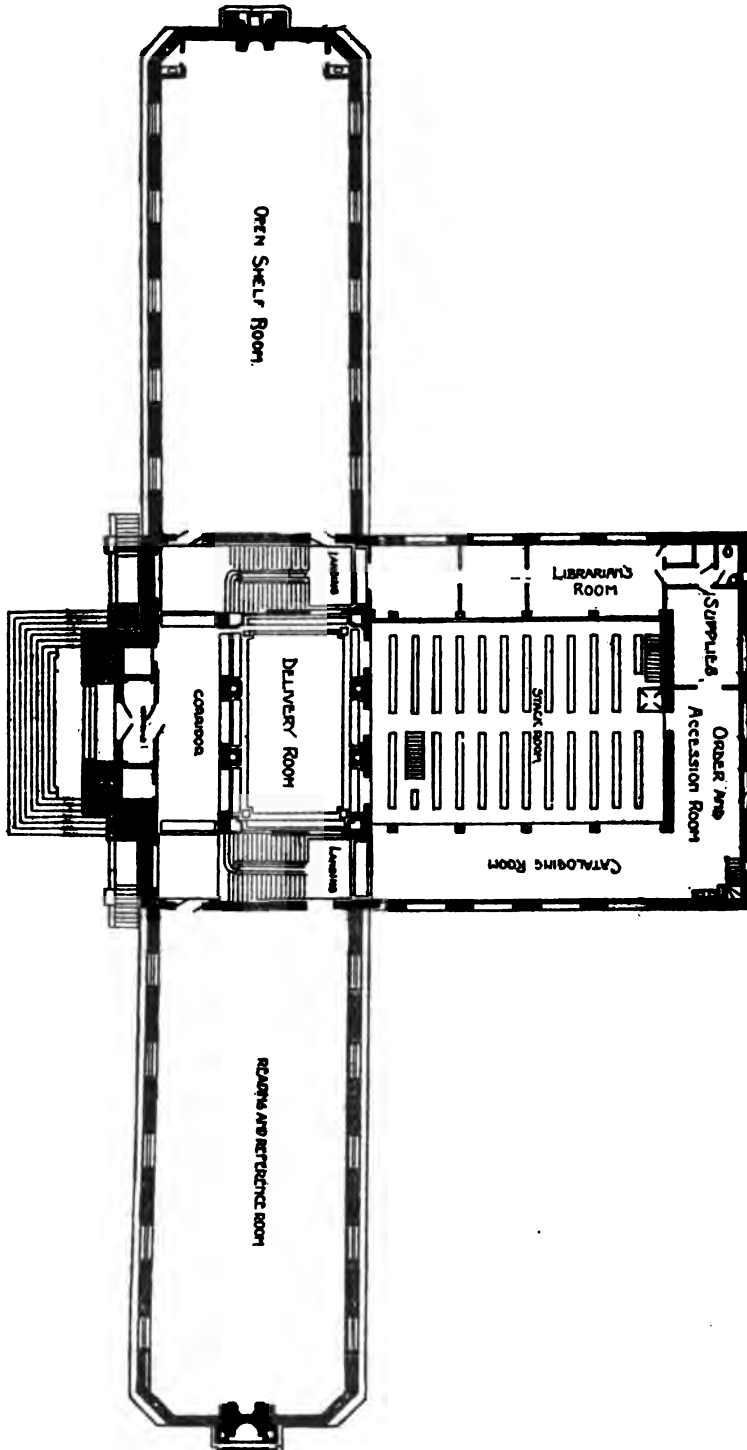
Boston Public	New York Public
Brockton Public	Osterhout Free
Brookline Public	Pittsburg Carnegie
Brooklyn Public	Portland Library Association
Cambridge Public	Pratt Institute Free
Cincinnati Public	Providence Public
Cleveland Public	St. Louis Public
Decatur Free Public	Salem Public
Grand Rapids Public	Scranton Public
Haverhill Public	Seattle Public
Kansas City Public	Somerville
Millicent	Springfield City
New Bedford Free Public	Wilmington Institute Free

APPENDIX H



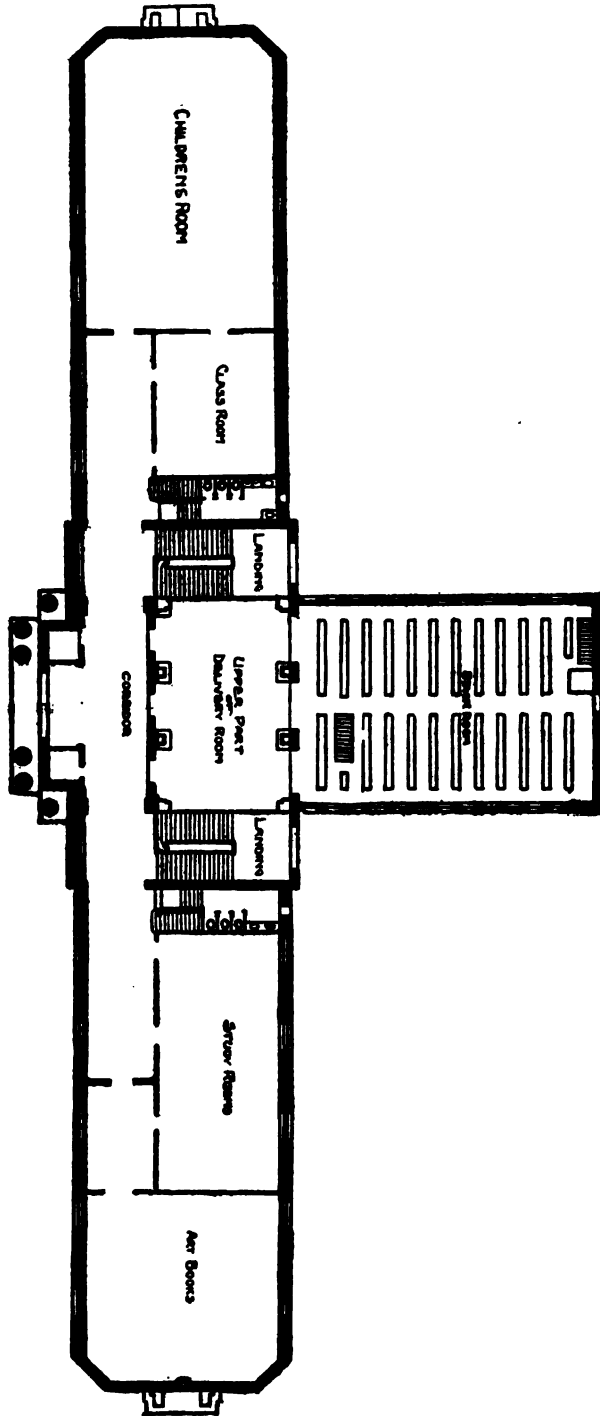
BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX H—Continued



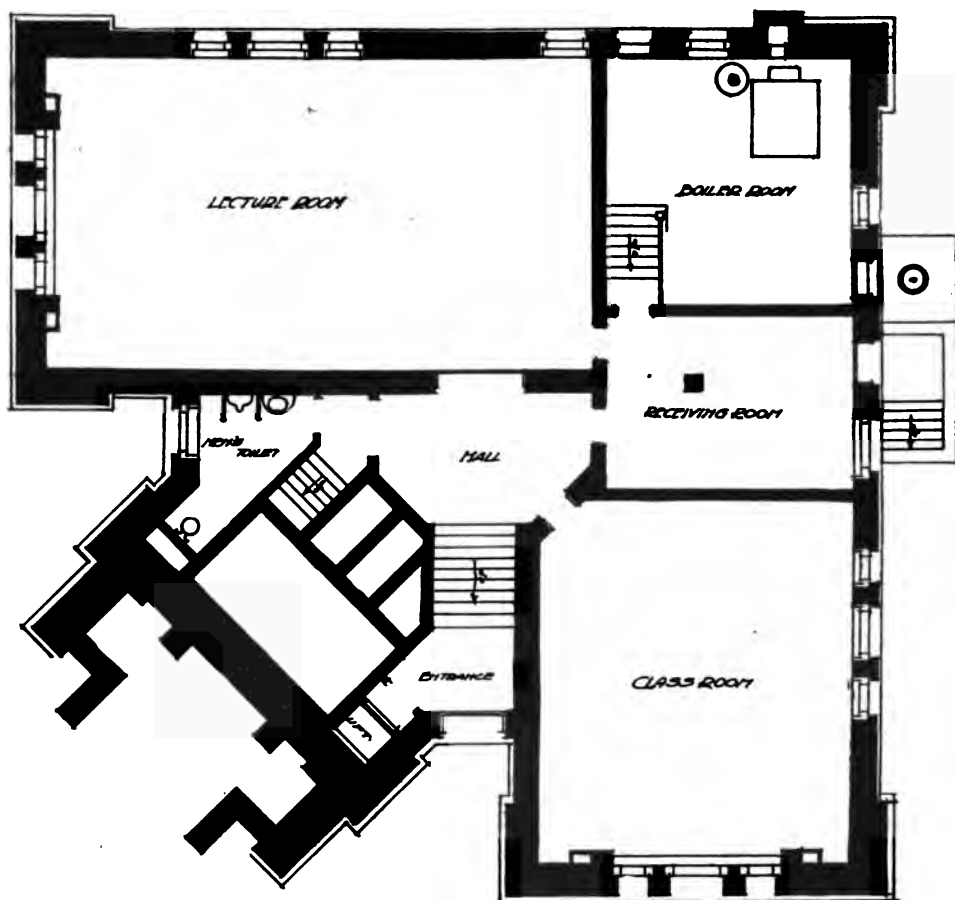
FIRST FLOOR
LOUISVILLE FREE PUBLIC LIBRARY

APPENDIX H—Continued



SECOND FLOOR
LOUISVILLE FREE PUBLIC LIBRARY

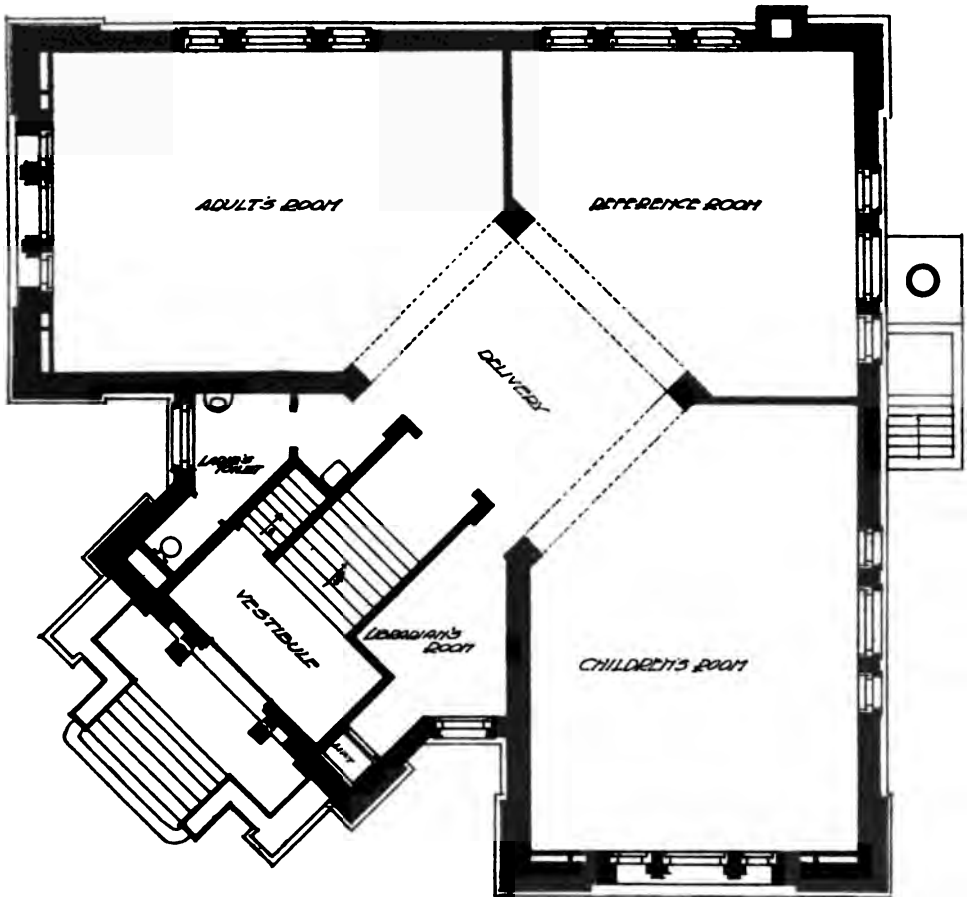
APPENDIX I



HUTCHINGS AND HAWES
ARCHITECTS

BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY
HIGHLAND BRANCH

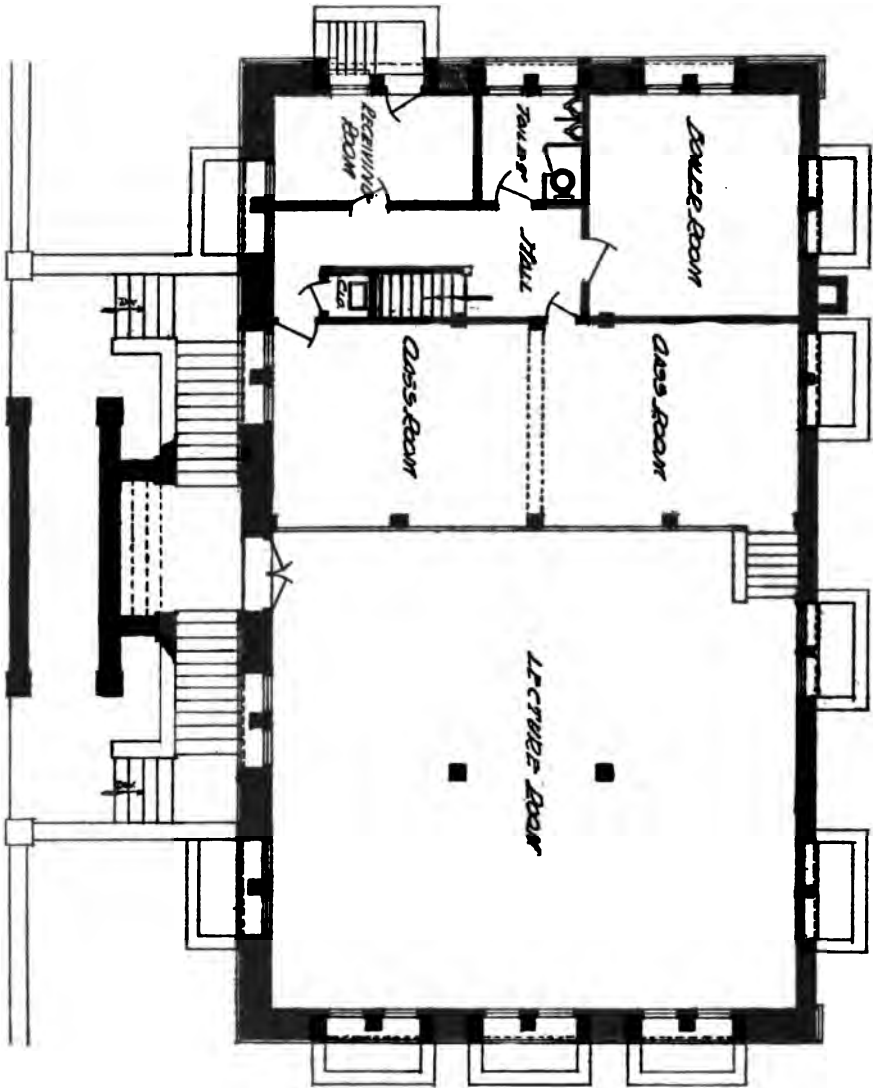
APPENDIX I



HUTCHINGS AND HAWES
ARCHITECTS.

MAIN FLOOR
LOUISVILLE FREE PUBLIC LIBRARY
HIGHLAND BRANCH

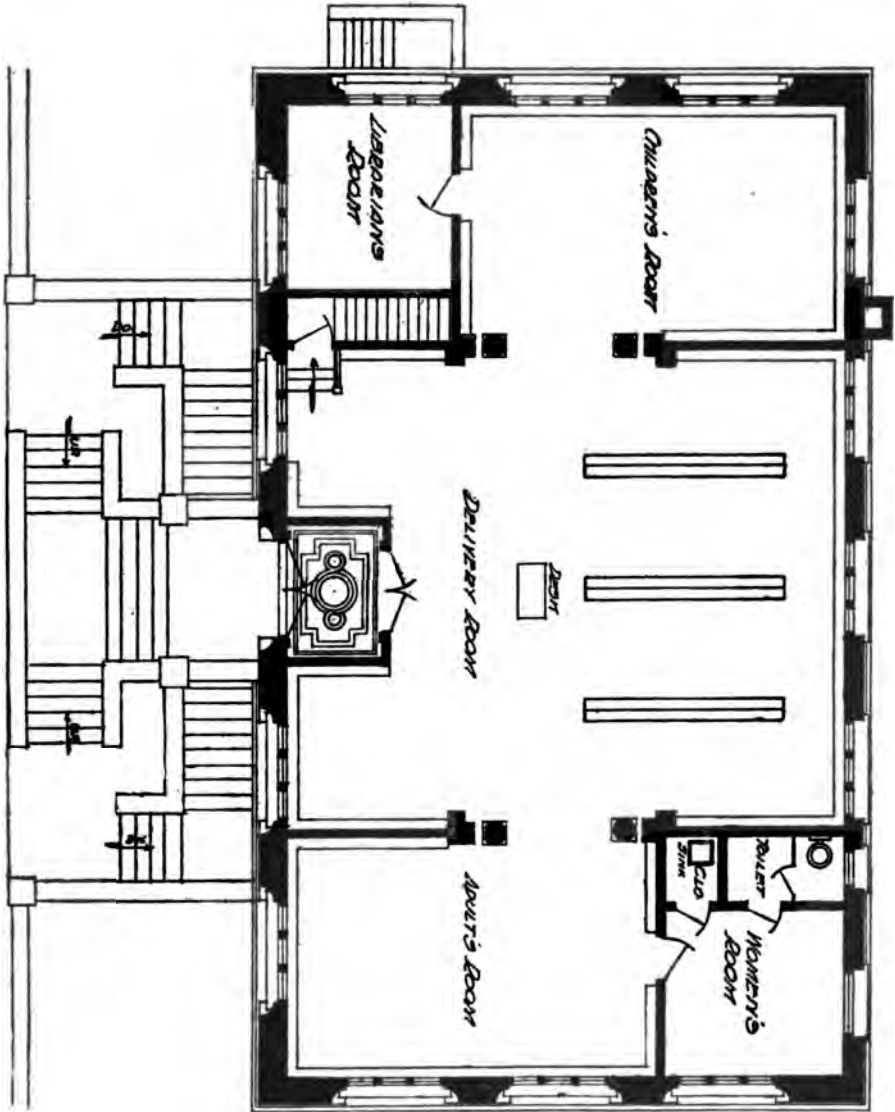
APPENDIX J



McDONALD AND DODD
ARCHITECTS

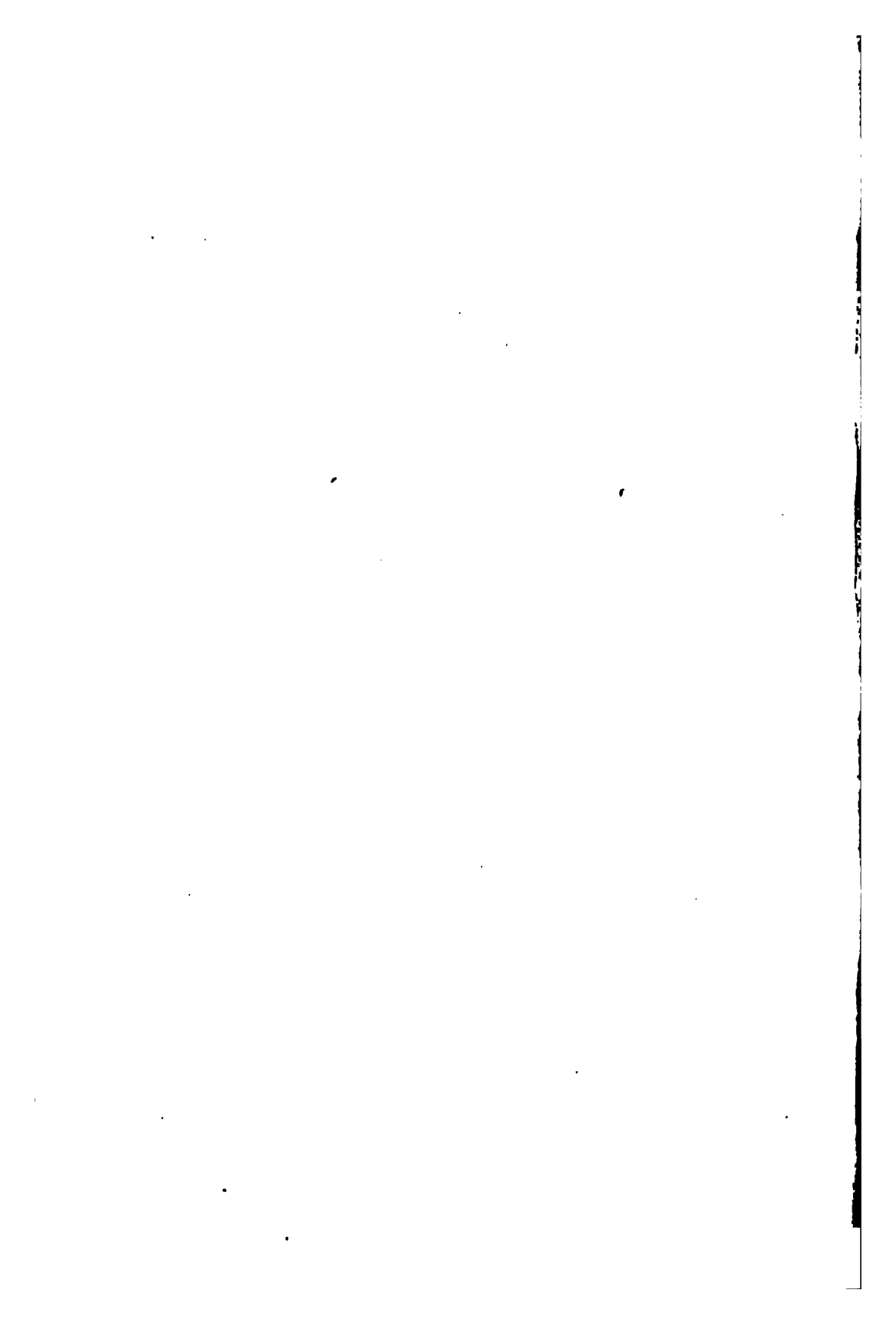
BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY
COLORED BRANCH

APPENDIX J



McDONALD AND DODD
ARCHITECTS

MAIN FLOOR
LOUISVILLE FREE PUBLIC LIBRARY
COLORED BRANCH



B 3439.2-10

Third Annual Report

OF THE

BOARD OF TRUSTEES

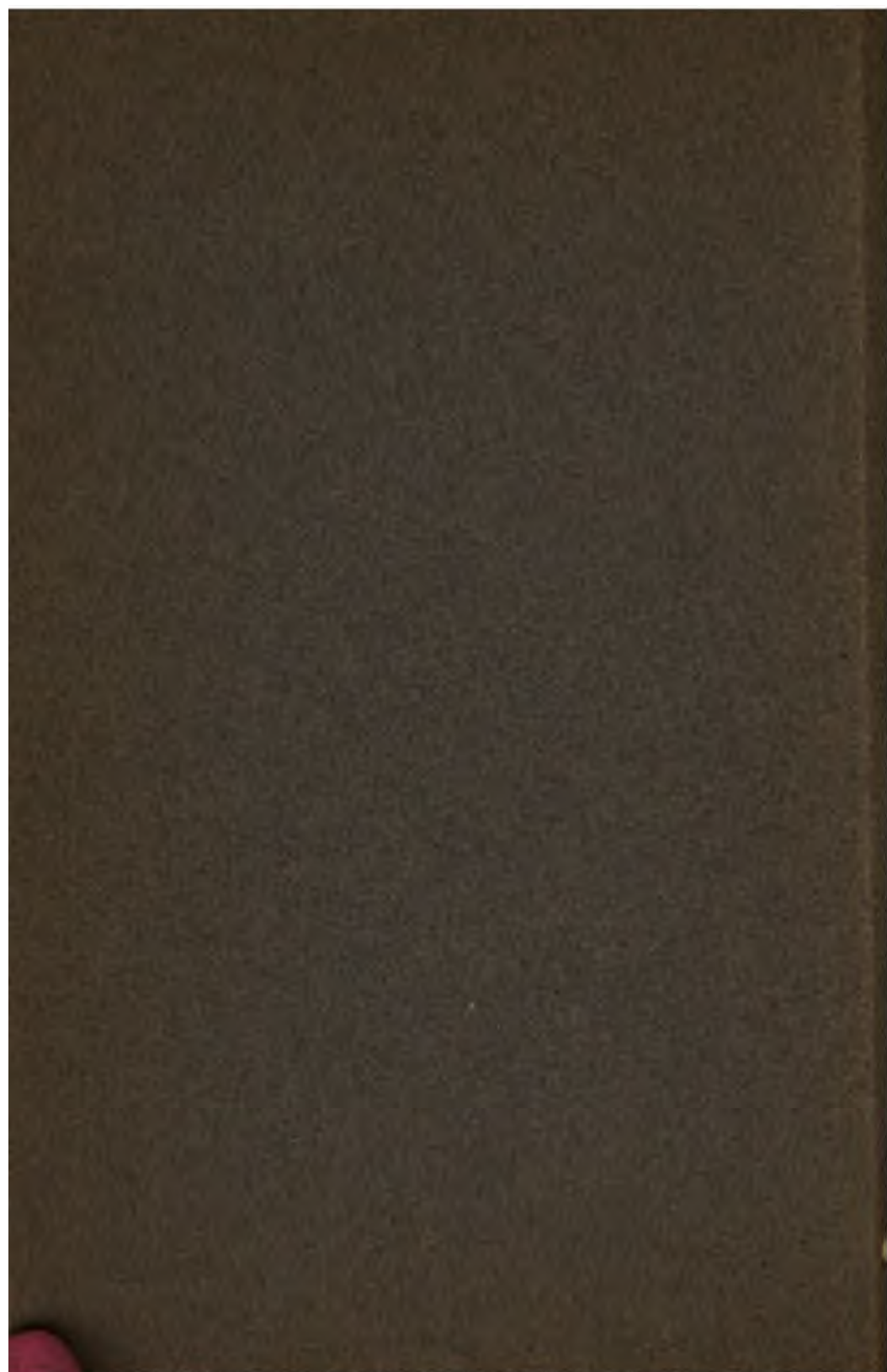
OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31
1907

Louisville Free Public Library
Louisville, Kentucky
1908







HIGHLAND BRANCH LOUISVILLE FREE PUBLIC LIBRARY

Third Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31

1907

Louisville Free Public Library
Louisville, Kentucky
1908

The Library.

CONTENTS

	Page
Frontispiece, Highland branch building.....	
Trustees and officers.....	4
Libraries, location and hours.....	6
Library staff.....	7
President's report.....	9
Treasurer's report.....	12
Auditor's report.....	14
Cost of Maintenance table.....	19
Librarian's report.....	22
Order department.....	30
Catalog department.....	34
Circulation department.....	38
Reference department.....	41
Children's department.....	48
Highland branch.....	53
Portland branch.....	57
Colored branch.....	60
Crescent Hill branch.....	63
Parkland branch.....	63
Germantown branch.....	64
Appendix:	
A Attendance statistics.....	65
B Circulation statistics.....	66
C Contributors to Crescent Hill site.....	73
D Donors and gifts.....	74
E Periodicals and newspapers.....	78
F Colored branch floor plans.....	82
G Crescent Hill branch floor plans.....	84
H Parkland branch floor plans.....	86

LOUISVILLE FREE PUBLIC LIBRARY

Incorporated

Authorized by the General Assembly of the Commonwealth of Kentucky, act approved 21 March 1902; established by resolution of the General Council of the City of Louisville 12 April 1902; consolidated with the Louisville Public Library of the Polytechnic Society of Kentucky under act of the General Assembly approved 16 March 1902, contract signed 1 November 1904.

BOARD OF TRUSTEES

**Ex-Officio, Term Expires November
1907**

Robert W. Bingham, *Mayor of Louisville*

**Term Expires April
1908**

Robert W. Brown

Chester Mayer

Bennett H. Young

**Term Expires April
1909**

Donald Macpherson

*Albert S. Brandeis

Nathan M. Uri

**Term Expires April
1910**

Reuben Post Halleck

Arthur G. Langham

Owen Tyler

**Term Expires April
1911**

Edgar Y. Mullins

Edward L. Powell

Arthur M. Rutledge

*Appointed July 1907 to succeed Mr. John Stites, who resigned on that date on account of his appointment on the Board of Public Safety.

OFFICERS

President Robert W. Bingham
Vice-President Bennett H. Young
Secretary Robert W. Brown
Treasurer John Stites

Executive Committee

Arthur M. Rutledge Robert W. Brown
 Owen Tyler

Building Committee

Owen Tyler Arthur G. Langham
Edgar Y. Mullins Albert S. Brandeis

Finance Committee

Arthur M. Rutledge Edward L. Powell
Chester Mayer Nathan M. Uri

Library Committee

Robert W. Brown Donald Macpherson
Reuben Post Halleck Bennett H. Young

The President of the Board is ex-officio a member of every committee.
The Trustees meet regularly on the second Wednesday in each month.

THE LIBRARIES
Location and Hours

MAIN LIBRARY

533-549 Fourth Avenue, Fifth Floor
Opened 5 May 1905

Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays
William F. Yust, *Librarian*

HIGHLAND BRANCH

1400 Cherokee Road

Opened 7 January 1905

Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays
Miss Mary B. Pratt, *Branch Librarian*

PORTLAND BRANCH

313 Twenty-sixth Street

Opened 18 December 1905

Hours: 2 to 9 p. m. daily including Sunday
Miss Jennie O. Cochran, *Branch Librarian*

COLORED BRANCH

1125 West Chestnut Street

Opened 23 September 1905

Hours: 2 to 9 p. m. daily including Sunday
Thos. F. Blue, *Branch Librarian*

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on legal holidays for the same hours as on Sundays except on New Year's Day, Fourth of July, Thanksgiving and Christmas.

LIBRARY STAFF

LibrarianWilliam F. Yust
Assistant Librarian..... Annie V. Pollard
Stenographer Stella Dembitz
Museum Attendant..... Susie B. Shane
ElevatorC. B. Henry
Janitor Eugene Crutcher
Assistant Janitor Tom Harris

Order Department

George T. Settle, *Head*

Jennie M. Flexner Minnie Lunn
a) Ella Heffernan b)

Catalog Department

Harriet B. Gooch, *Head*

Rosalie Mumford, *Classifier*

Helen Lanius Maude Tracy
Minnie W. Leatherman Florence Tucker
Mattiebel Ratcliffe May Wood Wigginton
b)

Circulation Department

Annie V. Pollard, *Head*

Florence Barlow William E. Morrow
Sadie C. Doyle Jessie M. Taylor
Susan A. Fleming c) M. A. Thomas
Matilda B. Tyler

Pages

Al Bohn

James L. McKinley

- a) Time divided between Catalog and Order departments
- b) Position temporarily filled by a substitute
- c) Time divided between Circulation and Reference departments

LIBRARY STAFF—Continued

Reference Department

Marilla W. Freeman, *Head*

Caroline Q. Fullerton c) Mary Brown Humphrey

Children's Department

Adeline B. Zachert, *Head*

Grace C. Tabb Esther V. Bakewell

Rudy Gunter, *Page*

Highland Branch

Branch Librarian..... Mary B. Pratt

Assistant Sallie Berryman

Janitress..... Theresa Dries

Portland Branch

Branch Librarian..... Jennie O. Cochran

Assistant Kanna Davidson

Janitress Tillie Poggenburg

Colored Branch

Branch Librarian..... Thos. F. Blue

Assistant Rachel D. Harris

Janitor..... William Andrews

c) Time divided between Circulation and Reference departments

REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its third annual report for the year ending August 31, 1907.

This report is noteworthy in form and content. Its complete and systematic presentation of facts and figures will commend it to your consideration. Here is evidence of a thorough organization working diligently with the single purpose of the public good; of a large undertaking planned on broad lines and followed out conscientiously even under difficulties. The institution has in a very short time attained such proportions that the variety and extent of its operations are not fully realized by many people.

Among the numerous subjects reported in detail are the addition by purchase and gift of 10,308 volumes; the cataloging of 23,504 volumes; the registration of 7,237 new members, so that now the entire membership is 27,480; the administering to the wants of 566,876 visitors; the circulation of 387,849 volumes; and the furnishing of information on 13,439 recorded topics.

Deserving of special mention are: the building activity in the construction of one main and four branch buildings at the same time; the task of reorganizing the old library of the Polytechnic Society without removing the books from circulation and at the same time preparing for use the regular monthly additions of new books; the greatly increased attendance of visitors and circulation of books; the scope and character of the reference use of the library; the gratifying development and extension of the work with children, especially at the distributing stations; the excellent progress and encouraging status of the work among the colored people; and the fine library spirit manifested in the large attendance of members of the staff at the various conferences of librarians for professional improvement.

The largest problem that came before the Trustees this year was the raising of funds to furnish the new buildings nearing completion. It was estimated that \$100,000 would be necessary for all the buildings contemplated. The entire income of the library from tax and rent is required for current maintenance. The next possible source was the real estate and the building which came into the possession of this Board through the merger with the Polytechnic Society. This property, on the fifth floor of which the library is at present operated, is conservatively valued at \$500,000. There were already two mortgages on it aggregating \$234,000. It became a question whether to secure a further loan on this property or to sell it.

An argument in favor of selling was the fact that the property is very valuable and could be sold for a sufficiently large price to pay off the existing mortgages, furnish all the new buildings handsomely and leave a goodly sum for the purchase of books or for investment, the income only to be used for books. Furthermore the property might depreciate so that an increased loan might leave the Board in debt, whereas to sell at present would remove the possibility of such danger and insure all the funds needed for present purposes.

Against selling was the fact that the property might increase in value, that it is now a profitable source of income, which will increase when the fifth floor also is rented and still more when the lease on the other floors is renewed. It was pointed out that the property is now exempt from taxation, that the amount of such exemption is so much clear gain to the library and that the net annual income from the building is greater than any increased appropriation which could possibly be obtained from the city.

After long and careful deliberation it was decided to re-mortgage. In June a mortgage for \$310,000 was executed with the Mutual Life Insurance Company of New York. The two mortgages amounting to \$234,000, which were held by the Fidelity Trust Company, were paid, leaving the sum of \$76,000 for present use. This amount will be ample to furnish the buildings now being erected.

If what remains is not sufficient to furnish the other buildings contemplated, the necessary funds will have to be otherwise provided.

The members of the Board whose terms expired in April were Edgar Y. Mullins, Edward L. Powell and Arthur M. Rutledge. They were all reappointed by my predecessor, Mayor Paul C. Barth. The change of administration which made me his successor in June brought to Mr. John Stites an appointment on the Board of Public Safety, on account of which he resigned as Library Trustee. To this vacancy I as mayor appointed Mr. Albert S. Brandeis in July. The changes thus brought about in the personnel of the Board have caused no diminution of interest in the library or of devotion to its needs.

Though no longer a member of the Library Board, Mr. Stites has consented to continue in the capacity of Treasurer in accordance with the wish of the Trustees expressed in a special vote which was taken to remove any doubt as to his tenure of office.

During the year there have been eight special and twelve regular monthly meetings of the Board. The large number of members who have attended these and the numerous committee meetings, the character of their deliberations and decisions, and the flourishing condition of the library are worthy evidences of faithfulness to the responsibilities of their trusteeship.

Herewith transmitted are the report of the Librarian, which reviews fully the operations for the year and the report of the Treasurer and the Auditor, which give a complete account of all receipts and expenditures. All good citizens will find in the story of the following pages much cause for congratulation.

Respectfully submitted

ROBERT W. BINGHAM

President of the Board of Trustees

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1907

Hon. R. W. Bingham, Mayor of the City of Louisville, and
President of the Board of Trustees of the Louisville
Free Public Library.

Dear Sir: As Treasurer of the Louisville Free Public Library I would respectfully report the following receipts and disbursements for the year ending August 31, 1907:

Receipts		
Cash on hand for building fund, Sept. 1, 1906...	\$2,554 97	
Cash from income	7,984 65	
	\$11,539 62	
From the City of Louisville in tax levy accounts:		
Year 1902	\$ 187 07	
1903	1,002 07	
1904	1,312 72	
1905	764 93	
1906	4,357 88	
1908	39,873 72	
	47,498 39	
From Rents	\$22,034 96	
Interest on bank deposits.....	297 85	
Fines, etc.	1,297 71	
Lost books	76 82	
	23,707 34	
From Andrew Carnegie for main building.....	150,000 00	
From Andrew Carnegie for branches	55,000 00	
From Mutual Life Ins. Co. of N. Y., mortgage loan.....	310,000 00	
	\$597,745 35	
Total		\$597,745 35

Disbursements

Main library building.....	\$148,812 96
Branch buildings.....	40,273 97
Pilcher & Tachau architects.....	3,522 02
Mortgage to Fidelity Trust Company.....	234,000 00
Special furnishings.....	1,187 50
Furniture and fixtures.....	941 67
Books and periodicals.....	12,143 60
Salaries.....	27,808 57
Incidental expenses.....	4,313 17
Light, heat and power.....	3,167 01
Insurance, including several five-year premiums.....	2,938 36
Interest.....	11,245 24
Repairs and improvements.....	565 12
Investment for special furnishing fund, secured by vendor's lien on real estate.....	37,500 00
Demand loans secured by ample collateral.....	25,000 00
Cash for special investment fund.....	\$12,312 50
Cash for branch buildings.....	14,726 08
Cash for main building.....	719 99
Cash.....	16,567 64
On deposit in Third National Bank.....	44,326 16
Total.....	\$597,745 35

The Louisville Public Library borrowed from the Mutual Life Insurance Company of New York, in June, 1907, \$310,000.00 for five years at five per cent. Out of this the mortgage debt to the Fidelity Trust Company of \$234,000.00 was paid, and the balance of \$76,000.00 was set aside to the Louisville Free Public Library as a fund for book stacks and for furnishing and equipping the Main Library and branches, to be known as "Special Furnishing Fund," and by order of the Board this fund is loaned out at interest until it is needed to pay for the book stacks, furnishing and equipment.

I file herewith as part of this report a copy of the report made by S. S. Eastwood, expert examiner, marked "A," as also statement of all moneys received and disbursed from September 1, 1906, to August 31, 1907, marked "B," and statement of condition of the Louisville Free Public Library September 1, 1907, marked "C."

Respectfully

JOHN STITES

Treasurer

REPORT OF THE AUDITOR

Louisville, Ky., 23 September 1907

Hon R. W. Bingham, Mayor City of Louisville.

Sir: In execution of your commission dated 7 September 1907 to examine the books, accounts, affairs and financial condition of Louisville Free Public Library as kept by the Treasurer for the fiscal year ending with 31 August 1907 the undersigned would respectfully report the following facts and conclusions:

Commencing with cash balance shown to be on hand 1 September 1906 cash funds received have been traced to original sources to fullest possible extent and for all sums received from city of Louisville on tax levy accounts verification has been made with books and records of City Treasurer.

For each and every amount paid out a voucher check form is found duly certified by the Order Department and Librarian and approved by Chairman of appropriate standing committee, and each voucher check again duly signed by President and Treasurer as required by the established by-laws of the Board of Trustees.

In the close scrutiny of every amount received and paid out, with the daily and monthly additions and the corresponding postings of entries in the general ledger, orderly and correct work is found. Cash balances on hand at each monthly period have been verified by pass books and records kept by the depository banks and in every case have been brought into exact reconciliation with books kept by the Treasurer. A few minor discrepancies in endorsements of voucher checks, interest on daily balances and error in petty cash funds have each and all been promptly and properly corrected.

During the fiscal year it is found that the mortgage loans of \$180,000 and \$54,000 (making an aggregate of \$234,000), held originally by Fidelity Trust Company, of Louisville, Ky., have been paid with interest in full and

that in place of same there has been executed to and is now held by Mutual Life Insurance Company of New York a mortgage loan for \$310,000, dated 24 June 1907 payable 1 July 1912 with interest at rate of five per cent. per annum, payable semi-annually on 1 December-June. Said mortgage instrument is duly recorded in Jefferson County Clerk's Office in deed book 661, page 442, and to which reference is hereby made.

It is understood that fire insurance policies aggregating \$150,000 are filed with said Life Insurance Company and that policies in total of \$100,000 on books, furniture, fixtures and other valuables are in custody of proper committees and officers of the library.

The following exhibits are presented to accompany this report:

No. 1. Statement of cash funds received from all sources for the fiscal year 1 September 1906 to 31 August 1907 inclusive.

No. 2. Statement of cash money disbursed on all amounts for said fiscal year.

No. 3. Trial balance drawn from general ledger, setting forth debit and credit amounts before final closing of books.

No. 4. Statement of condition of Louisville Free Public Library showing resources and liabilities as for close of 31 August 1907.

In statement No. 4 the cash funds on hand, \$44,326.16, have been proven to be in precise agreement with account of Third National Bank, the present depository of library funds.

Investments in demand and time loans are found to be in hands of Mr. John Stites, Treasurer, and to be securely stored in library box in Fidelity Trust Company safety vault. They are composed of items as under: 1) Demand loan, J. H. Caperton, \$5,000, dated 10 November 1906 with five per cent. interest, payable semi-annually; collateral security, 50 shares Kentucky Wagon Manufacturing Company; 2) demand loan, John P. Starks, \$20,000, dated 3 July 1907 with five per cent. interest, payable semi-annually; collateral security 300 shares Louisville Traction

Company; 3) three time loans, Paul C. Barth, \$12,500, dated 15 October 1906 payable on or before 15 February 1908; \$12,500, dated 15 October 1906 payable on or before 15 February 1909; \$12,500, dated 15 October 1906, payable on or before 15 February 1910; all three with five per cent. per annum interest, payable semi-annually and having as security a mortgage lien on lots in Caldwell Addition. Said demand and time loans with their attendant collateral have been verified in all particulars and are found in actual possession and control subject to demand and order of duly constituted official authorities of the library.

As your affairs and books have been carried on during the twelve months herein inspected and reviewed on a strictly cash basis, all details are found to be carefully recorded and are traced in a positive and intelligent manner.

Coming in direct personal contact with Treasurer, Bookkeeper, Librarian and his immediate assistants, the undersigned in this examination work is pleased to report that he finds thoughtful and patient attention to detail and general features with an earnest effort to discharge all duties in a faithful and efficient manner in the best interests of the Louisville Free Public Library.

Each and all of the statements accompanying this report are asserted to be true and correct exhibits of the accounts and affairs as set forth in books and records and they are hereby so certified for fiscal year ending with 31 August 1907.

Respectfully submitted

S. S. EASTWOOD

Public Accountant and Auditor

A Exhibit 1

Statement of moneys received from all sources for fiscal year 1 September 1906 to 31 August 1907:

Cash on hand 1 September 1906, balance forward from preceding year		\$11,539 62
Andrew Carnegie:		
For Main Library.....	\$150,000 00	
Highland Branch	25,000 00	
Crescent Hill Branch.....	10,000 00	
Parkland Branch	5,000 00	
Colored Branch.....	15,000 00	
		<u>205,000 00</u>
Mutual Life Ins. Co. of N. Y., on mortgage loan.....		310,000 00
City of Louisville, on tax levies.....		47,498 39
Operations of Main and branch libraries:		
From Books lost, not returned.....	\$ 76 82	
Fines, catalogs, book lists.....	1,297 71	
Interest on bank deposits.....	297 85	
Rents from stores, etc.....	22,034 96	
		<u>23,707 34</u>
Total		\$597,745 35

Verified and certified correct, S. S. Eastwood

B Exhibit 2

Statement of moneys disbursed on all accounts for fiscal year 1 September 1906 to 31 August 1907:

Construction of buildings:		
Main Library.....	\$148,812 96	
Highland Branch	19,993 26	
Crescent Hill Branch.....	6,180 71	
Parkland Branch.....	3,500 00	
Colored Branch.....	10,600 00	
		<u>\$189,086 93</u>
Plicher & Tachau, architects.....		3,522 02
Furniture and fixtures.....		941 67
Furnishings special.....		1,187 50
Fidelity Trust Co., 1st mortgage loan.....	\$180,000 00	
2d " " "	54,000 00	
		<u>234,000 00</u>
		<u>Forward, \$428,738 12</u>

Louisville Free Public Library

	Brought forward.....	\$428,738 12
Operations of Main and branch libraries:		
For Books	\$12,143 60	
Salaries	27,808 57	
Incidental expenses.....	4,313 17	
Light, heat and power.....	3,167 01	
Repairs, improvements.....	565 12	
Insurance	2,938 36	
Interest on mortgage and loans.....	11,245 24	
	<hr/>	\$62,181 07
Investments in demand and time loans.....		62,500 00
Cash in hand at close 31 August 1907, net deposit in Third National Bank.....		44,326 16
		<hr/>
		\$597,745 35

Verified and certified correct, S. S. Eastwood

C Exhibit 4

Statement of condition for close of fiscal year ending 31 August 1907:

Resources		
Cash on deposit in Third National Bank.....	\$ 44,326 16	
Investments in time and demand loans.....	62,500 00	
Real estate.....	113,330 52	
Building construction	277,303 98	
Books	37,942 92	
Furniture, fixtures, furnishings.....	6,432 53	
Louisville Public Library.....	600,000 00	
		<hr/>
		\$1,141,836 11
Liabilities		
Andrew Carnegie, advances for buildings.....	293,000 00	
Mutual Life Ins. Co. of N. Y., mortgage loan bearing 5 per cent. interest.....	310,000 00	
Surplus fund from present fiscal year.....	\$517,744 67	
Revenue earnings.....	\$69,533 35	
Operating expenses.....	48,441 91	21,091 44
	<hr/>	<hr/>
		538,836 11
		<hr/>
		\$1,141,836 11

Verified and certified correct, S. S. Eastwood
Louisville, Ky., 23 September 1907

Third Annual Report

Cost of Maintaining the Libraries for Year Ending 31 August 1907

Books:			
Main	\$4,818 48		
Branches	2,329 75		
		<u> </u>	\$7,148 23
Pamphlets			78 36
Subscriptions:			
Main	\$879 09		
Branches	331 89		
		<u> </u>	1,210 98
Unbound magazines.....			11 35
Binding:			
Main	\$666 93		
Branches	54 00		
		<u> </u>	720 93
Rebinding:			
Main	\$2,436 30		
Branches	542 45		
		<u> </u>	2,978 75
			<u> </u> \$12,143 60
Salaries:			
Main	\$23,852 87		
Branches:			
Colored	\$1,312 50		
Highland	1,333 20		
Portland	1,310 00		
		<u> </u>	3,955 70
			<u> </u> 27,808 57
Light:			
Main	\$1,361 72		
Branches:			
Colored	\$48 52		
Highland	49 14		
Portland	72 35		
		<u> </u>	170 01
			<u> </u> \$1,531 73
Heat:			
Main	\$1,103 49		
Branches:			
Colored	\$22 75		
Highland	19 50		
Portland	27 15		
		<u> </u>	69 40
			<u> </u> 1,172 89
Power: Main.....			358 05
Water:			
Main	\$84 64		
Branches:			
Colored	\$5 00		
Highland	9 20		
Portland	5 50		
		<u> </u>	19 70
			<u> </u> 104 34
			<u> </u> 3,167 01
			<u> </u> Forward, \$43,119 18

Louisville Free Public Library

	Brought forward.....		\$43,119 18
Supplies and printing:			
	Main	\$1,152 18	
	Branches	436 52	
		<u>1,588 70</u>	
Incidentals, postage, transportation, etc.:			
	Main	\$1,321 22	
	Branches	233 30	
		<u>1,554 52</u>	
	Rent: Branches.....		949 00
Telephone:			
	Main	\$148 95	
	Branches	72 00	
		<u>220 95</u>	
			4,313 17
Furniture:			
	Main	\$401 45	
	Branches:		
	Colored	\$ 74 29	
	Highland	36 85	
	Portland	136 16	
		<u>247 30</u>	
	L. C. printed cards.....		200 00
	Catalog cards.....		92 92
			<u>941 67</u>
Repairs and improvements:			
	L. P. L.	\$328 67	
	Main	133 33	
	Branches:		
	Highland	\$ 8 25	
	Portland	94 87	
		<u>103 12</u>	
			565 12
Insurance:			
	L. P. L.	\$2,713 86	
	Main	172 30	
	Branches:		
	Colored	\$10 00	
	Highland	15 20	
	Portland	27 00	
		<u>52 20</u>	
			2,938 36
	Total		\$51,877 50

Cost of Maintaining Branches for Year Ending 31 August 1907 ^a

	Highland	Portland	Colored
Books ^b	\$760 00	\$760 00	\$760 00
Pamphlets	7 75	7 86	7 75
Subscriptions	101 21	123 49	107 19
Unbound magazines	2 00	2 00	2 00
Binding	267 90	210 55	118 00
Salaries:			
Assistants	1,192 00	1,169 00	1,166 50
Janitors	141 20	141 00	146 00
Light	49 14	72 35	48 52
Heat	19 50	27 15	22 75
Supplies (estimated)	138 01	153 34	146 17
Incidentals	88 60	83 42	61 28
Rent	360 00	265 00	324 00
Telephone	24 00	24 00	24 00
Furniture	36 85	136 16	74 29
Repairs and improvements	8 25	94 87
Insurance	15 20	27 00	10 00
Totals	\$3,211 61	\$3,296 19	\$3,018 45

^a Not including work done for the branches at Main, especially in the Order and Catalog departments.

^b Total book account, including subscriptions, magazines, pamphlets and binding is: Highland \$1,138.86, Portland \$1,103.90, Colored \$994.94.

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his third annual report for the year ending August 31, 1907.

The year has seen a healthy growth in the free public library idea as indicated by the increase in membership and attendance and in the circulation of books. The institution now consists of a central library and three branches, with seven distributing stations. The libraries are all located in temporary quarters, but gratifying progress has been made in the construction of permanent homes.

Finances. The cost of maintaining the four libraries was: Main Library, \$42,351.25; Highland Branch, \$3,211.61; Portland Branch, \$3,296.19; Colored Branch, \$3,018.45; total, \$51,877.50. All books, supplies, etc., for the branches are ordered at Main, where the cataloging is also done. The cost of this and other work for each branch is included under Main. These amounts are itemized on page 19. The expenditures on the various buildings are reported under the proper heads as well as in the reports of the Treasurer and Auditor, which present a complete statement of the library's financial condition.

On November 1 the depository of the library funds was changed from the National Bank of Kentucky to the Third National Bank. Since June 1 the library receives two and one-half per cent interest on its daily balances at the bank.

New Buildings. The general contract work on the main building at Fourth and York streets is practically finished. There has been paid on it to architects and contractors \$237,280.01, all of which came from Mr. Carnegie's gift of \$250,000 for this building. The contract for steel book stacks was awarded in June and calls for installation by the end of December. Plans are now being prepared for interior decoration, furniture, light fixtures and beautifying the grounds. Unless there are unexpected delays in the execu-

tion of these plans, the building should be ready to be occupied the early part of 1908.

Of the branch buildings, for which \$200,000 additional was donated by Mr. Carnegie, one is almost completed, three others are well under way and a site has been secured for the fifth. Appropriate public exercises, held at the Highland Presbyterian Church in connection with the laying of the corner stone at the Highland branch March 14, aroused so much popular interest that similar exercises were held in Quinn Chapel, A. M. E. Church at the corner stone laying of the Colored branch May 10, and of the Crescent Hill branch, June 7, where the meeting took place in St. Mark's Episcopal Church. A report on each of the buildings is given under the head of branches.

The architects' plans for the five buildings now under construction were thoroughly examined and revised before they were accepted; in some cases it was necessary to have them entirely redrawn. All building contracts were awarded on the basis of competitive bids and the details carefully arranged to avoid misunderstandings and omissions. The progress of the work in each case has been closely watched. It is proposed during the next fiscal year to finish and occupy these five buildings. Some idea may thus be obtained of the heavy demands made on the time of the Building Committee.

Staff. The staff has increased from 36 to 37, not including the Treasurer's bookkeeper, four pages, one elevator man and two janitors at the Main Library and one janitor at each of the three branches. There was one resignation, Miss Amie B. Brunn, from the Order Department; the vacancy is temporarily filled by a substitute. One additional assistant, Miss Esther Bakewell, was appointed in the Children's Department.

Regular instruction to a class ranging from 15 to 20 was continued through the larger part of the year. Two courses were given, one in classification and one in reference books. The work in classification consisted of an introductory lecture by the librarian, followed by 12 weekly lectures

by the head cataloger. The reference course of nine sessions was conducted by the reference librarian. A fuller statement concerning these courses will be found in the reports of the respective heads of departments. Too much stress can not be laid on the value of this work to the library and to the assistants.

A series of meetings with heads of departments and branch librarians has been begun at which the work of each department is outlined by the person in charge and various problems presented. This is followed by an open discussion. In this way the interdependence of the different departments is emphasized and co-operation promoted.

The annual meeting of the American Library Association at Asheville was attended by the librarian, the head cataloger and two assistants, the children's librarian, one branch librarian and one assistant each from the Order, Circulation and Reference departments, nine members altogether. It was a fine representation and one of which the library had reason to be proud. Six of them attended for the first time and these especially returned with increased interest and enthusiasm as a result of coming in touch with this large body of fellow workers. The gain to the library from this broadened outlook, and enlarged zeal is ample reason why every inducement should be given to encourage attendance at such meetings not only by assistants but also by trustees.

The Kentucky Library Conference, held in Louisville, was attended by most members of the staff and gave opportunity for meeting other library workers of the state. Three members of the staff took part in the program.

The librarian made a trip to libraries in four southern states and attended the annual meeting of the Tennessee Library Association; he also delivered an address at the dedication of the Carnegie Library in Somerset, Kentucky.

Apprentices. The minimum requirement of general education for junior assistants is a high school course or its equivalent. There are more applicants with this degree of education than the library can admit for apprentice work

of one month each. It is an error to suppose that the average apprentice confers a favor on the library by serving a month without pay because in many cases the cost to the library of training and supervision exceeds the value of the service rendered. The only advantage of this system to the library is that it provides an approved waiting list from which the staff ranks may be promptly recruited. There are more on this waiting list now than can be appointed for several years.

Vacations. Vacations have hitherto been four weeks for heads of departments, for all others three weeks. In July the librarian recommended that branch librarians be granted four weeks. The Board met this recommendation by reducing heads of departments also to three weeks beginning with next year. If uniformity is desired, it could be obtained with equal ease and simplicity by increasing all vacations to four weeks. Such a course would be in keeping with the conclusions of boards which figure most closely on the best results. The library has a right to expect the highest standard of service only when it is liberal with its employees regarding hours, salaries and vacations. Illiberality is poor policy because ultimately it works injury not only to the individual assistants but also to the institution as a whole. It is hoped that this view will prevail.

Library Hours. During June, July and August of the first two years the library was closed at 8 p. m. instead of 9 because it was supposed that the hot weather of these months would reduce the attendance sufficiently to justify such action. Last June the closing hour for the year round was fixed at 9 p. m. for the greater accommodation of those readers who can come only in the evening. There is also an advantage to the library as well as to the readers in uniform hours of opening and closing. Hours in the Children's Room remain unchanged, 2 to 6 Monday to Friday and 10 to 6 on Saturday.

Sunday Opening. Beginning October 14 the Main library has been open from 2 to 9 p. m. on Sunday instead of 2 to 6 as formerly. This extension of Sunday hours was

authorized by the trustees to meet a constantly growing demand. It is due largely to this action that the average Sunday attendance has increased from 90 last year to 152 per Sunday, of which 25 per cent was recorded after six o'clock. Following is a careful estimate of the cost of this service for the year: Two assistants per Sunday \$208.00; elevator man \$104.00; janitors \$52.00; heat \$215.20; light \$96.72; total \$675.92. Dividing this by the attendance 7,973 gives 8½ cents as an average cost for each Sunday visitor at the Main Library.

The cost of Sunday opening at the branches was: Highland 2 to 6 p. m. \$86.40; Portland 2 to 9 p. m. \$141.02; Colored 2 to 9 p. m. \$137.00; total attendance at branches 6,908; average cost per visitor 5 cents. The total cost of Sunday opening at Main and branches was \$1,040.34.

Publicity. The newspapers have continued their good work of bringing library news to their readers. Lists of new books are published every week in the Courier-Journal, in the Times and occasionally in the Herald. Reading lists on special topics have appeared from time to time. The service thus rendered is appreciated by the library authorities as well as by the people. A few of the more extensive articles are noted:

In the Courier-Journal December 7 and 22, 1906, Prizes for Jamestown compositions; June 16, 1907, new main building and heads of departments (illus.); in the Herald December 7, 1906, Prizes for Jamestown compositions; December 16, 1906, Children's library (illus.); June 26 and 27, 1907, Kentucky library conference; in the Post June 26 and 27, 1907, Kentucky library conference; in the Times October 1, 1906, What the Free Public Library achieved during the past year (Report for 1905-06); October 20, 1906, Portland Branch, present quarters (illus.) and site for new building; September 14, 1906, Highland Branch (illus.); March 28, 1907, Library and Literature Divisions at the Greater Louisville Exposition; April 13, 1907, Periodicals at the Library; April 20, 1907, Main building and four branches (illus.); June 25, 26 and 27, Kentucky library conference.

Medical Department. In December a committee from the Jefferson County Medical Society presented a petition for the establishment of a department of current medical literature. The literature was to be supplied entirely by the profession of Jefferson County, but to be housed and administered by the library. It was to be accessible to the general public as well as to physicians and was to revert to the profession at the end of five years, at which time it was hoped an Academy of Medicine with its own library might be established. The proposition was not accepted for want of space at the present time and on account of the questionable expediency of such an arrangement.

The Medical Society thereupon established its own library, renting and furnishing a room for the purpose and subscribing for a number of periodicals. On account of many gifts books are accumulating rapidly. This is virtually what was contemplated by the Academy of Medicine, the organization of which was reported last year. It is the plan that has been recommended by the public library from the beginning and is the best solution of the problem.

Meanwhile through the personal efforts of Trustee Dr. Chester Mayer seven medical journals have been added by gift to those subscribed for by the library, so that there are now nine medical periodicals on file in the Reading Room. Considerable interest in them is manifested by a few readers.

Louisville Authors. At the Greater Louisville Exposition the librarian had charge of the division of literature. The library prepared for exhibition a bibliography of Louisville writers. Though by no means complete, it contains 300 authors and over 600 titles. It does not include pamphlets, reports of city departments or institutions or any of the numerous magazines and newspapers that have flourished from time to time. On the list are authors and publications of international reputation in religion, education, literature and history. A rough classification by titles gives the following result: Philosophy 12 volumes, religion 136, sociology 85, philology 15, natural science 15, useful

arts 27, fine arts 14, literature, including fiction, poetry, drama and essays 173, history and travel 70, biography 53, and 44 miscellaneous volumes.

As many of the books as could be obtained were exhibited at the exposition, loans being made by individuals, including authors, by the Commercial Club and by the library. Many books were contributed with the understanding that at the close of the exposition they would become the property of the library and in this way 164 volumes were added to our collection of Kentucky Authors, which now numbers 410 titles.

Kentucky Library Conference. On the invitation of this library the first conference of Kentucky Librarians was held at the Woman's Club of Louisville June 26 and 27. There were 49 librarians present representing 13 libraries. The afternoon session consisted of popular discussions of some of the elementary principles and methods of library work. At the evening session which was planned especially for the general public addresses were delivered by Dr. H. G. Enelow on "The function of the library in society" and by Miss M. E. Ahern on "Library forces." The morning session was devoted to papers on the library situation in Kentucky and concluded with the organization of the Kentucky Library Association with 52 members and the following officers: President, William F. Yust; Secretary-Treasurer, Miss Mary B. Pratt.

An important feature of the conference was a library exhibit showing blanks, forms, tools, bulletins, book-lists, literature on library management, etc. It included a number of pamphlets for free distribution, some of them furnished by the A. L. A. Publishing Board. The blanks and forms were mounted on twenty cards of uniform size, 14 x 22 inches, which have since been placed in a suitable box and labelled "Traveling library exhibit." Several applications from libraries in different parts of the state were immediately received for this exhibit. It will be circulated like any other traveling library and will afford opportunity for every one interested to examine it at leisure.

Jamestown and Boonesboro Day was appropriately celebrated in the city schools Friday, December 14. The library offered a series of prizes for the best essay on the First English Settlement in America and for the best drawing of the Fort of Boonesboro built by Daniel Boone, a replica of which was erected as the Kentucky Building at the Jamestown Exposition. This offer was made at the request of and the funds furnished by the Kentucky Jamestown Exposition Commission for the purpose of stimulating interest in the exposition. The library is under obligation to the following judges who spent many hours in passing on the numerous productions submitted: on compositions, Miss Anna J. Hamilton, Mrs. Abby Meguire Roach and Dr. H. G. Enelow; on drawings, Messrs. Henry Klauber, Marvin Eddy and T. J. Cawein. The judges considered 607 compositions and 143 sketches and made awards of \$5 each to the following: on compositions from the third and fourth grades to Earl Wicks; from the fifth and sixth grades to Sidney McBride; from the seventh and eighth grades to George Schroer; from High, Normal and Commercial Schools to Louise Eager; on sketches from the third and fourth grades to Gordon Newham; from the fifth and sixth grades to Nellie Price; from the seventh and eighth grades to Sherley T. Hemp. The amount of the prizes gives no adequate conception of the enormous amount of work entailed on the library in conducting the competition. Considerable interest however was aroused among the pupils in these two historical facts and in the exposition. The eight quarto volumes of essays and one volume of sketches were beautifully bound by order of the commission and sent to the exposition at the close of which they will be returned to the library.

Assistant Secretary. In January the librarian was elected Assistant Secretary to the Board of Trustees. In this capacity he acts under the direction of the Secretary, sends notices of meetings, attends all meetings of the Board and of committees and keeps a record of the proceedings. He is thus in closest touch with the plans and purposes of the trustees, which enables him to serve them most efficiently.

ORDER DEPARTMENT

In the proper expenditure of public funds as well as in other respects libraries should be leaders. Of late there has been considerable public discussion with regard to needed changes in the office of the City Buyer. The objects sought are to purchase all necessary supplies on the signed recommendation of heads of departments and to provide for competitive bids on all important contracts, the acceptance of the lowest and best bid, and the thorough inspection of goods before their acceptance; to maintain a suitable store-room for all articles not immediately needed and to distribute these in accordance with written requisitions and receipts; to establish an accurate and business like system of records whereby all public property may be fully accounted for from the date of its first recommendation for purchase to the time of its final disposition; and lastly the proper annual auditing of accounts.

All of these provisions and more are now in operation in the library. All general building contracts have been advertised and awarded to the lowest bidder. Salaries are fixed by action of the Board and the average is lower than it should be. All drafts on the book account are considered volume by volume and are subjected to the most rigid scrutiny. The large discounts insisted on and obtained by the library have been the cause of complaint by dealers. Strict regulations are maintained regarding the distribution and use of supplies from the stock room. The voucher check used in the monthly payment of bills contains a list of all items covered by the voucher. Before it can be paid it must have the signature of five persons officially connected with the library and after payment it returns to the Treasurer as his receipt until his books are audited. Although the Auditor's report shows that there is in use a very satisfactory system of accounts properly kept, steps have been taken toward the employment of an additional bookkeeper in order that more detailed and specific information may be given on demand at the library.

An effort was made this year to centralize in the Order Department all mechanical work on books such as minor mending and pasting labels and pockets. But the process of recataloging the Polytechnic collection made this impracticable at present because it would necessitate needless handling of many of these books. The ordering of books in the A. L. A. catalog noted last year is about completed.

Report of the Order Department

To the Librarian:

During the year there were ordered 10,421 volumes, 1,592 pamphlets, 108 numbers of unbound magazines, 445 subscriptions for periodicals and newspapers, and all supplies for the Main Library and branches. There were prepared and delivered to the contractors 894 volumes for binding and 7,327 volumes for rebinding. There were 8,517 volumes mended, 14,196 volumes perforated, pocketed and labeled and 893 magazines and pamphlets covered in the department. In this report the Main Library, Colored Branch, Highland Branch, Portland Branch, Crescent Hill Branch and Parkland Branch are referred to as Main, Colored, Highland, etc.

Books. The total expenditure for the book account was \$12,143.60: (Main \$8,856.15, Colored \$994.94, Highland \$1,138.86, Portland \$1,103.90, Crescent Hill \$41.50, Parkland \$8.25) divided as follows:

There were received by purchase 7,544 volumes costing \$7,148.23 (Main 5,075 volumes \$4,818.48; Colored 800 volumes \$760.00; Highland 800 volumes \$760.00; Portland 800 volumes \$760.00; Crescent Hill 56 volumes \$41.50; Parkland 13 volumes \$8.25); 1,757 pamphlets, including 589 pictures, \$73.36. Subscriptions to 222 titles of periodicals and newspapers cost \$1,210.98. Extra copies of many of these bring the total number to 443 (Main 284 periodicals and 30 newspapers, Colored 42 periodicals and 2 newspapers, Highland 41 periodicals, Portland 44 periodicals). Including gifts there were received 543 periodicals and 65

newspapers. There were ordered 57 unbound numbers of magazines costing \$11.35. The total receipts including gifts were 9,645 volumes, 3,976 pamphlets and 153 numbers of magazines.

There were received from the binders 784 volumes of binding costing \$720.93, or an average of 92 cents per volume (Main 724 volumes, Colored 20, Highland 20, Portland 20); and 7,384 volumes of rebinding costing \$2,978.75, or an average of 40 cents per volume (Main 6,019 volumes, Colored 250, Highland 634, Portland 481).

Other expenditures were: Expense account \$4,313.17; light, heat, power and water \$3,167.01; furniture and fixtures and catalog cards \$941.67; repairs and improvements \$565.12; salaries \$27,808.57; insurance \$2,938.36; interest \$11,245.24; furnishings special \$1,187.50; building construction \$192,608.95. All of these accounts but the last are itemized on page 19. The building construction account is itemized on page 17.

Accessions. The accession books show the following additions, withdrawals and totals for the year:

	Main	Highland	Portland	Colored	Total
Added	6,319	995	1,181	1,555	*10,308
Discarded	798	118	32	84	1,032
Total to date.....	80,115	4,574	3,528	4,268	*92,554

Gifts. These are listed in Appendixes D and E. They amount to 2,101 volumes, 2,219 pamphlets, 96 unbound numbers of magazines, 93 periodicals, 33 newspapers and 39 library bulletins. Duplicate copies are included in the last three items.

Among the more noteworthy gifts are Mrs. C. C. Brandeis 303 volumes of medical books; Charles T. Dearing 14 volumes of Louisville publications; Greater Louisville Exposition 164 books by Kentucky authors which were gathered by the library for the exposition; Mrs. George S. Hoyt 46 volumes from the library of her husband Major George S. Hoyt and 172 scientific books from the library of the late R. T. Scowden; Knights of Columbus Catholic

*Includes 56 volumes for Crescent Hill, 13 for Parkland and 189 for Polytechnic Society.

Encyclopedia of 12 volumes to be given as issued; the Louisville and other newspapers listed on page 81. Mrs. Ida Markolf 58 volumes of German magazines; Dr. Joseph M. Mathews 445 medical books; John P. Morton & Company 55 volumes of Louisville publications; Dr. Thomas Hunt Stucky 228 medical books and 47 art portfolios; Thomas C. Timberlake 22 volumes of Louisville directories; Dr. Henry E. Tuley 88 medical books; United States Government 214 volumes, 1,195 pamphlets and 227 maps; also the gifts of I. W. Bernheim, Caron Directory Company, Miss Sallie Rutherford and Frank B. Stouffer, who gave his services as notary public. Wm. Marshall Bullitt has loaned to the library "Description de l'Egypt par Napoleon le Grand," 23 volumes.

It is the policy of the library to make purchases in Louisville as far as possible. Of the book fund 90 per cent was expended here at prices as low as could be obtained anywhere. The contracts for binding and rebinding and subscription lists for periodicals and newspapers were awarded to local firms.

The work of the department has increased and the records show a very busy year. On April 30 Miss Amie B. Brunn, who had been a most efficient assistant since May, 1905, left for Portland, Oregon. Since then this position has been filled with satisfaction by Miss Bertha L. Guntermann as a substitute. On September 29 Miss Ella Heffernan with all the mechanical preparation of books for cataloging was transferred to the Order Department; but in May half of this assistant's time was transferred back to the Catalog Department. These changes placed extra work upon the other members of the department and credit is due them for the manner in which it has been carried.

Submitted as part of this report are lists of periodicals, newspapers and library bulletins Appendix E, donors and gifts Appendix D and tables showing monthly expenditures under each account.

GEO. T. SETTLE

Head of Order Department

CATALOG DEPARTMENT

This department has kept pace with the new accessions to the library and in addition has reorganized more than an equal number of the old Polytechnic books. The immediate need of this reorganization, its estimated cost and the probable length of time required for its completion have been noted in previous reports. But for this collection the cataloging force would need to be only about half its present size. Due allowance does not seem to be made for this fact by those who have difficulty in understanding why the present number of catalogers is necessary.

The following report shows that as these books are classified the strong and weak points in the collection are becoming more evident, thus furnishing valuable data in selecting books for filling gaps on the shelves and establishing the proper balance between the various classes of books. Furthermore as the catalog, the key to the resources of the library, grows in completeness it not only opens to view material hitherto hidden but it also greatly facilitates the work of all other departments, especially those which deal directly with the public. This library is a depository for the printed catalog cards of the Library of Congress. Although the value of this catalog continues to increase, the statement of its size and growth and the amount of labor involved in keeping it in order is of significant interest.

Report of the Catalog Department

To the Librarian:

In the Catalog Department two lines of work are being carried on simultaneously, the cataloging and preparing for circulation of the new accessions to the library and the recataloging of the books of the Polytechnic Society Library. The new accessions take precedence of the books to be recataloged, and are cataloged as rapidly as added. Every Friday a list of the additions ready for circulation is sent to the local newspapers and the books are placed together on the "New books" shelves in the open shelf department.

During the past year 23,504 volumes were cataloged, 1,183 more than last year. The total number of volumes now cataloged is 56,367.

The number of catalog cards filed was 38,639, making a total of 108,526 cards in the public catalogs. In the official catalog 13,940 cards were filed, making a total of 34,535 cards.

Main Library Catalogs. For adults 18,026 volumes were cataloged; total number of cataloged volumes 38,152; 13,940 new cards were filed in the catalog; total number of cards 34,535.

For the Children's Department 1,879 volumes were cataloged; total in the department 6,627 volumes; 1,760 cards were added to the catalog; total number of cards 8,161.

Branch Library Catalogs. For the branches 3,599 volumes were cataloged.

Colored Branch—adult circulating 494, reference 80, juvenile 934; total for the year 1,508; total number of volumes cataloged 4,016. Number of cards filed in the catalog during the year 2,631; total in the catalog 8,479 cards.

Highland Branch—total for the year 961; total number of volumes cataloged 4,169. Number of cards sent from Main 6,029.

Portland Branch—adult circulating 687, reference 90, juvenile 353; total for the year 1,130; total number of volumes cataloged 3,403. Number of cards filed in the catalog during the year 2,711; total in the catalog 10,319 cards.

Polytechnic Collection. The greater portion of volumes cataloged this year was from the Polytechnic Library. The cataloging of so many volumes of the old library has been of great assistance to the Circulation Department, which has been under the disadvantage of not being able to locate definitely the unnumbered books. With the new call numbers on the backs, the books are easily found and replaced, and stand on the shelves with later accessions on the same subject. The diminishing of the old catalog and

the growth of the new lessens the number of times of looking both in the new catalog and in the old for a Polytechnic Society book.

The Polytechnic Society accession book has listed 59,003 volumes. Deducting 23,905 volumes now catalogued, 4,300 government documents and an estimate of 1,000 discarded books, there remain about 29,798 volumes to be catalogued.

The library of five hundred volumes collected in the Court House in 1811 was probably the first public library in Louisville. Since that time at least six public libraries have had their rise and disappearance in the city. Many books of these former libraries have descended by gift to the Polytechnic Society Library and book labels, or rules, of at least four of these institutions may be found in some of the books. This really makes the Polytechnic Society Library a much older one than its date of organization in 1876. In the rules of the Mercantile Library Association and of the Louisville Library the length of time a borrower might keep a book depended upon its size—a folio or quarto might be retained four weeks, an octavo three weeks, etc., while the “forfeitures” for detaining books beyond the limits specified were in proportion to the size—four cents a day for a folio, three cents for a quarto, etc. In a library of this age much useless material has accumulated as well as volumes that are rare and of considerable intrinsic value.

Religion is one of the largest classes in the library but most of the books are of interest historically rather than meeting the needs of to-day. This subject should be strengthened by the addition of works of modern biblical criticism and archaeology.

The number of volumes of science and useful arts is comparatively small. In fine arts are many valuable large folio volumes containing copies of famous masterpieces, etc. Biography is well represented, as is history and travel in the United States.

Literature is the strongest class. This is partly due to the fact that the usefulness of these books does not depreciate with lapse of time as it does in science and

the arts. There is need of a complete set of translations of the Greek and Roman classics in readable editions. English literature is comparatively well represented, especially early English drama. The library is rich in Shakesperean literature. The Shakespeare collection contains 293 volumes, of which 213 are his works and the remainder criticisms, etc.

There are also many valuable sets of magazines, such as Atlantic monthly, Century, Edinburgh review, Harper's monthly magazine, Lippincott's magazine, Living age, Nineteenth century, with the Gentleman's magazine and Revue des deux mondes almost complete.

Library of Congress Deposit Catalog. This catalog at present consists of about 300,000 cards. The average yearly additions to it are between 40,000 and 50,000 cards and these are kept filed to date. This year over 150,000 cards have been filed in the deposit catalog, leaving about 44,000 of the original shipment still to be filed. Each assistant spends an hour each day filing, and the time is used for the Library of Congress deposit if it has not been spent on other card filing. The letters of the alphabet are distributed among the assistants so that the same assistant always files certain letters and is responsible for their arrangement. The department has made a great effort to finish the alphabeting and filing of the deposit cards.

Staff Lectures. The head of the department gave twelve lectures on the Dewey decimal classification to a volunteer class from the library staff. At each weekly meeting the class studied one of the ten divisions of the classification. The significations of the subdivisions was explained and compared and contrasted with like notations in other classes. Ten books were classified by each member of the class each week and a criticism of the work was given at the following meeting. All preparation by the class was done outside library hours. A Dewey decimal classification match closed the course as a means of fixing in the memory the signification of the classification notation. Fourteen members of the class persevered and stood the ordeal. No

village spelling bee ever created more excitement and enthusiasm.

The head of the department had the honor of giving a paper at the annual meeting of the American Library Association on the modern catalog as formed by the Library of Congress cards.

The department was never in a more flourishing condition and good results will be accomplished during the coming year if we have no serious interruption.

HARRIET B. GOOCH

Head of Catalog Department

CIRCULATION DEPARTMENT

A summary of statistics from all the libraries gives an increase of 8 per cent in attendance and 20 per cent in circulation over the previous year. The proportion of non-fiction drawn has increased again in each library, varying from four to twelve per cent. The number of borrowers registered at the beginning of the year increased 35 per cent. The fact that the department has been able to meet this heavier demand without additional assistance is due to various factors: 1) The increased capacity of the department through the experience of its members; 2) the diminished number of uncataloged books in the Polytechnic collection; 3) the greater familiarity with library methods on the part of the people, which makes them more able to help themselves.

When the library was first opened it had on its shelves the large Polytechnic collection of old books only partially classified and cataloged. In order to keep these open to circulation it was decided to reorganize them gradually. This method was a disadvantage to the catalogers, a handicap to the Circulation Department and often a trial to the people, who were the gainers however in not being deprived of the use of these books for a long period. The department can not be at its best until these books are all properly cataloged, which will require several years more. In spite

of these unfavorable conditions the showing for the year is remarkable.

Report of the Circulation Department

To the Librarian:

Attendance. This department was open 306 days for circulation and 55 days for reading and reference only. Following are comparative statistics of attendance for the last two years:

Year	Main	Highland Branch	Portland Branch	Colored Branch	Total
1906-07	415,948	51,257	56,123	43,548	566,876
1905-06	401,675	45,427	40,551	35,826	523,479
Increase	14,273	5,830	5,572	7,722	43,397
Sunday '07.....	8,359	1,635	3,880	1,602	15,426

Registration. Since the opening of the library in May, 1905, 27,480 borrowers have registered. Of these 7,237 were entered during the year just ended, 5,058 at Main and 2,179 at the branches. This year the registration cards were carefully examined and blank and duplicate numbers eliminated. Each registration blank calls for the occupation of the applicant. The majority of the applicants are women and children who have no specific employment. It is not possible to give a complete list of the occupations mentioned, but under 15 general heads they are as follows:

Agents	25	Milliners, dressmakers and seamstresses	249
Architects	10	Professional men	559
Authors	11	Professional women	464
Bookkeepers, clerks, etc., including women.....	1,542	Railroad employees	179
Brewers and distillers....	19	Stenographers, telephone and telegraph operators.	475
Builders and contractors..	22	Students, high school and private schools.....	733
Business men.....	285	Miscellaneous	218
Mechanics and tradesmen.	477		

Circulation. Comparative statistics are given for the last two years.

Year	Main	Highland	Portland	Colored	Stations	Total
1906-07	251,006	38,764	47,777	23,145	27,157	387,849
1905-06	243,361	34,586	25,003	17,838	320,788
Increase	7,645	4,178	22,774	5,307	27,157	67,061
Average daily '07....	820	126	156	99

Classification of Circulation. There is an increasing demand for foreign books. There were 1,456 German books circulated and 749 in other languages, chiefly French, total 2,205 against 1,301 last year. The circulation by classes and the percentage of each class appears in Appendix B. The following table shows the percentage of fiction circulated; in each case a decrease for this year will be noted.

Year	Main	Highland	Portland	Col'd
1906-07	76	72	58	43
1905-06	80	78	65	55

Open Shelves. Of the 248,469 books drawn for home use from the Main Library 75 per cent were selected by the readers themselves from the open shelves. In addition many books are used there during library hours of which no account can be taken. Each day during the busy season the assistants are scheduled for a number of hours in the open shelves, which service has added decidedly to the usefulness of this portion of the library.

Reserves and Fines. Of reserve cards 11,704 were mailed to persons who availed themselves of the privilege of reserving books upon payment of one cent for the postal used, 542 cards less than the previous year. The amount received from fines was Main \$1,010.15, Highland \$128.55, Portland \$51.02, Colored \$65.20, total \$1,254.92. Overdue notices sent from Main numbered 6,818, Highland 610, Portland 166, Colored 996, total 9,040.

Summer privileges. Our rules provide that during the three summer months a larger number of books than usual may be drawn on a card and kept for a longer time. Only 165 books of fiction and 75 of non-fiction were taken out under this regulation. On account of the trouble experienced by the library in getting the books returned at the proper time this privilege should be restricted as to time and number of books allowed to any one person.

Pages. The frequent change of pages is a detriment to the department. It happens repeatedly that as soon as boys are well trained they leave the library for better paying

commercial positions and new pages must be found to take their places. The work requires special fitness and boys with the proper qualifications are not easy to find, especially at the salary paid by the library.

The newspaper lists of books added to the library have been placed on the bulletin board each week and special lists hung in conspicuous places at the delivery desk.

Of the bulletin "One thousand best novels" 497 copies were sold.

Staff members of this department have done intelligent and conscientious work and others have cheerfully aided in time of need, a record of which is made with appreciation.

A. V. POLLARD

Head of Circulation Department

REFERENCE DEPARTMENT

The work of this department is the best proof that the library is doing more than supplying the demand for light fiction. From the beginning the effort has been to make this department specially strong. Its importance has been emphasized with the trustees and its value made known to the public. It should appeal not only to the usual types of investigators, such as teachers, students and club women, but also to the man of affairs. So long as the library does not prove its helpfulness to the business man, so long will he be inclined to regard it as a municipal luxury.

The partial record of 13,439 topics looked up is a gratifying evidence of the success that has attended the efforts made. The following report consists largely of a classified list of typical questions actually asked in the library. This list illustrates well the great variety of subjects on which information is sought and demonstrates the importance of maintaining the highest grade of service in order to supply this demand.

An invitation came to the head of the department to deliver eight lectures to the New York State Library School, for which purpose leave of absence was granted to her in June by the trustees.

Report of the Reference Department

To the Librarian:

Both in extent and in scope the work of the Reference Department has grown during the past year. The attendance was 75,727, an increase by one-half over last year's figures. This means that an increasing number of persons, particularly men, have become aware of the library as a possible source of information and assistance and in their turn have advertised its ability and willingness to be of use. This is especially true with artisans and mechanics and young men who are studying for the various technical trades or are already engaged in them. They use eagerly such material as we can now offer.

During the year 178 bibliographies, or reading lists, have been compiled for clubs, schools, newspapers and individuals. The number of topics looked up by the reference staff is 13,439, nearly twice as many as last year. These figures are only approximate, as at the busiest hours of the day the questions come so rapidly that not all of them are recorded. The questions asked cover every variety of subject.

Demands upon the Department. The various sources from which requests for information come may be classified somewhat as follows:

A) PUBLIC SCHOOLS—7TH TO 12TH GRADES.

1) Specimen questions:

How do bills originate in Congress? Action of yeast; Why did not the colonies in Canada join the other North American colonies in the revolt against Great Britain? Manners and customs of the time of Chaucer; Fertilization of plants; Six examples of satire; Average altitudes of the different states; United States extradition treaties; Prisonships of the Revolution.

2) Typical subjects for high school debates and speeches:

Government ownership of natural resources; State-rights vs. centralization; The public library as a business

proposition; Corporate labor vs. corporate capital; Protection of Niagara; Modern pirates; Improvement of waterways; Best way for a philanthropist to dispose of his wealth; Clean streets for Louisville.

B) CLUBS AND SOCIETIES.

1) Subjects discussed by men's clubs:

Peonage in the South; Ship subsidies; Race prejudice; Immigration in the South; Western land frauds; Income tax and limitation of wealth.

2) Topics of women's literary, art, civic and child-study clubs:

Development of art in the race and in the child; Parental schools; Evolution of the Faust legend; A study of the educational status of Kentucky; Sterilization of food products; Art in public school education; History of English literary criticism; National child-labor legislation; Sanitation as affecting morals.

3) Debate subjects of settlement clubs:

National industrial arbitration; Popular election of senators; Who owns the United States? Open and closed shop; Restriction of immigration.

4) Topics of missionary and church societies and Sunday school workers:

Religious conditions in the Philippines; Mormonism as a political influence; Inter-denominational union; Haystack prayer meeting; Jews in literature, art and science; Plays suitable for a church society; Poems descriptive of the fall of Jericho; Baptist mission work in China.

C) ARCHITECTS, ENGINEERS, CHEMISTS, ARTISANS.

Typical questions:

Walschaert valve on American locomotives; Plans for a tuberculosis hospital; Concrete piling; By-products of lime-kiln; Chemical treatment of tobacco; Graphite mining; Opportunities for engineers in Africa; Third-rail system; Plans for a suburban church; Denatured alcohol; Cement construction.

D) BUSINESS HOUSES, CORPORATIONS AND MANUFACTURING ESTABLISHMENTS.

Specimen problems:

Total street-railway mileage in the United States; How to organize a stock company; Illustrated article on sewerage in Berlin; Cotton-seed oil and its production; Tariff-rate on imported pipes; Liability of common carriers; Idaho and Colorado timber-lands; Terms of settlement of St. Louis street-railway strike (Used in settlement of Louisville strike, March, '07); Output of tobacco in Kentucky in 1905; Patents and patentees in Kentucky since 1890.

E) SPECIAL STUDENTS PREPARING ARTICLES OR BOOKS FOR PUBLICATION.

Subjects investigated:

The family as a social unit; Iron and steel production in the United States; Boundary-zone between United States and Mexico; Trade-schools in the United States; The army canteen; Gerhard von Ryle and the Cathedral of Cologne; Primitive methods of navigation.

F) GENEALOGICAL STUDENTS.

Research topics:

Descendants of the first Earl of Bathurst; Member of Bowen family who fought in battle of New Orleans; Lineage of royal family of Portugal; Significance of armorial design of the Douglasses; Crest of the Lister-Kayes.

G) GENERAL PUBLIC.

Typical questions:

How to draw up a will; Qualifications required of a physician for practise in Brazil; Must a renter pay his rent if the roof leaks? Costumes for presentation of Tennyson's Princess; Relation of free masonry to religion; A modern novel in which Shakespeare figures; Book showing the unattractive side of stage-life, to be given to a stage-struck girl; How to address a letter to the Garter King-of-Arms; Aids in planning an itinerary through China;

How to raise Angora goats; Is there sympathy in the vegetable world? A good name for a girl baby.

An important future addition to the student body which makes special use of this department will come from the new Liberal Arts Department of the University of Louisville. At present this new feature of our work is just beginning. The medical and law students have been users of the library for some time.

Many requests for information, lists of books, etc., come by mail from librarians, club-workers and others throughout the state and the South. Books for special use have been sent to many clubs on payment of transportation charges.

Sources of Information. The sources upon which we draw for information may be classified as follows:

A) General reference books; encyclopedias, handbooks, etc.

B) Specific books from all departments of the library.

C) Government documents and their indexes.

The publications of the U. S. Government are indispensable, especially for debates and discussions on all subjects of public interest, and for special information in every line from farming problems to Eskimo traditions.

D) Periodicals and their indexes.

E) Other indexes, such as A. L. A. Index to general literature, Granger's Index to poetry and recitations, A. L. A. Portrait index, Cumulative book index, A. L. A. Guide to literature of American history, Baker's Guide to the best fiction, Severance's Guide to current periodicals and serials.

F) Maps, atlases, charts, etc.

G) Vertical file, containing alphabetically arranged collection of reference lists and bibliographies compiled by this and other libraries, programs and courses of study for clubs, clippings from newspapers and magazines, and such pamphlets and catalogs as are more useful here than elsewhere. The filing case has its own card index, also trays containing card index to all bibliographies in the library.

H) Other libraries. The Library of Congress especially is very generous in giving information in cases where books

can not be loaned. Cases in point are data furnished in regard to the time and place of death of the guerilla leader, Quantrill, certain genealogical statements verified for an aspirant to membership in the D. A. R., and information given in regard to the chicle-gum industry and sources of supply. In addition many rare books have been loaned us for the use of special students.

I) Local institutions and authorities, with frequent use of the telephone. The Commercial Club, Board of Trade, Post Office, local office of the U. S. Weather Bureau, Caron Directory Co., local law and theological libraries, newspaper offices, lawyers, teachers, architects, specialists in all lines; these and many other institutions and individuals have shown the utmost willingness to give us special information whenever called upon. The telephone is an important adjunct both in asking and answering questions.

Periodicals. The list of periodicals on file in the reading-room and the newspaper alcove has been increased to 301, of which 39 are dailies, 64 weeklies, and 198 monthlies and quarterlies. A list is given in Appendix E. The department has loaned for temporary use 2,505 periodicals and reference books.

Standard Authors. The reference collection of standard authors for use in the library only has grown to 794 volumes through the addition of the best complete editions of each of the following authors: Elizabeth Barrett Browning, Robert Browning, Carlyle, Chaucer, Defoe, Emerson, Fielding, Ibsen and Irving.

Extension Work. The reference librarian gave several talks before the students of the Female High School, Male High School, Commercial High School, Normal School and University School on the use of the library with suggestions for home reading. The immediate result was a greatly increased use of the library and especially of the Reference Department on the part of both teachers and students.

Talks were also given before the Woman's Club and the Business Woman's Club. The subject discussed before the latter club was "Some books that are worth while." A

classified list of about 150 books on all subjects was compiled as a basis for this talk. A copy of the list was left for use in the reading room of the club and a second copy retained at the library.

Eight visits were made by the reference librarian to the branch libraries for the purpose of considering on what subjects new material was needed for reference use. After each visit a list of books recommended for purchase was submitted to the librarian. For the Colored Branch lists of stories and books on all subjects were prepared in addition.

For distribution at the first meeting of the Kentucky Library Association, the following were compiled: 1) A suggestive list of reference books and periodicals for a small public library; 2) a list of books and magazine articles on Kentucky History.

Staff Class. The weekly staff-class, in charge of the reference librarian from March to June, took for its subject the study of periodicals. A classified list of the periodicals on file in the reading room was used as the basis of work. The topics discussed were 1) Use of periodicals and periodical indexes in reference work, 2) American reviews, critical and literary periodicals, 3) English reviews, critical and literary periodicals, 4) Notable general magazines, 6) Popular magazines, 7-10) Magazines on special subjects, art, education, engineering, sociology, etc. At the last meeting a selected list of 40 periodicals suitable for a small library was presented by each member of the class and an informal examination held. The class was greatly interested and did good work.

The untiring interest and co-operation of the reference assistants, especially in the constant daily service to readers and students, has been of the greatest help and value.

MARILLA WAITE FREEMAN
Head of Reference Department

CHILDREN'S DEPARTMENT

It will be noticed that 128,360 volumes, or 33 per cent of the circulation at all the libraries, were children's books. At the main children's room it increased only from 47,575 volumes to 49,236, whereas at the stations it increased from 1,408 to 22,241, the latter being equal to 45 per cent of the juvenile circulation at the Main Library. The two noteworthy points in these statistics are the large proportion of children's books drawn and the growth of the station work.

Cooperation with the schools, though tacitly recognized, has not been established on a formal and systematic basis. The principle however is steadily gaining strength. The policy of the library has been to prove itself so useful that agitation for library extension shall come chiefly from the teachers and pupils. Conditions existing at the opening of the library called for such a policy and the wisdom of it is becoming more and more apparent. The library has now more requests for the establishment of distributing stations in schools than it can supply with its present force. This condition has been brought about largely through the well directed energies of the Children's Department. Much genuine and effective missionary work has been done through numerous visits to schools and talks to classes and clubs, proclaiming the advantages of the library and explaining the methods of using it. The full value of this activity will be revealed only in the results that will be multiplied with each succeeding year.

Report of the Children's Department

To the Librarian:

This is the first annual report of the Children's Department. The report last year comprised only ten months since its opening and was largely an outline of plans begun. It is a pleasure to report a steady growth in the development of every phase of children's library work. The key word of this department during the last year was expansion.

As a result the report this year includes the work of the children's room, the children's work at the three branches and seven stations and twenty-five class room libraries.

The total juvenile registration through these eleven agencies was 2,468 white and 750 colored readers. The total circulation of children's books was 128,360.

Main Children's Room. While the attendance this year was not as large as during the winter months of last year when the children's room was a novelty the circulation far exceeds that of the preceding year. The children have learned to come to the library not only for the exchange of books but also for help and suggestions in their reading, particularly that connected with their school work. We are thus enabled to do more personal work with the children and come to know each other better. Where at first we were handling large crowds, we now have a better opportunity to study individual needs and in this way a mutual spirit of helpfulness has been established. During the month of December hundreds of children from various sections of the city competed for the prizes offered by the library for the best drawing of Boonesboro Fort and the best composition on the establishment of the first colony in America. For several weeks every available space in the children's room was crowded with eager readers.

Beginning with the first of March, pupils in and above the fifth grade were permitted to draw a non-fiction with their fiction book. This was done to encourage these pupils to use the non-fiction books in connection with their school work and is being appreciated by them as well as by their teachers.

Branches. With the beginning of the new library year an effort was made to unify the children's work at the Main Library and branches. Juvenile books which had proven their worth at the main children's room were duplicated for the branches. Copies of the outline for story telling with reference lists were sent to the branches each month. As far as possible schools in the neighborhood of branches were visited by the children's librarian with a

view to directing the pupils to the branch or station nearest them. We are striving to bring about a mutual spirit of helpfulness between the Main Library and the branches since children's library work presents practically the same problems wherever it is conducted.

Clubs for older boys and girls flourish in branch libraries because the community spirit thrives where children meet each other during the week and have interests in common. There are now clubs which have great possibilities for library training at each of the branches.

Stations. The aim is toward the ideal condition when library privileges shall be extended to every child in the city. Within the last year seven small libraries have been organized in district schools which are at some distance from either the Main Library or any of the branches. This is a development of the libraries conducted last summer at the public playgrounds, where books were distributed during the ten weeks of vacation. The permanent stations serve the same purpose throughout the year. We are indebted to Prof. E. H. Mark, Superintendent of Public Schools, for the privilege of using vacant rooms and hall space at five public school buildings.

Sylvia Station. This was our first attempt to circulate books at a public school building. For several months a member of the staff was in charge one day each week. A former pupil of the school has volunteered her services and is now conducting the work most satisfactorily.

Settlement Station. This library is in the chapel of the Wesley Settlement House, 815 East Main street. The work is carried on by one of the residents. The children's librarian frequently visits this station and keeps in touch with the children's and mothers' clubs which meet during the winter months.

Columbian Station. The Principal of the Columbian Public School offered library facilities and asked that a station be organized there. This was done in January. It is now one of the most flourishing stations.

California Station. This also fills a long felt need in a neighborhood where books are regarded as a luxury. The

books brought home by the children are often read by every member of the family.

Delmont Station. This is the newest of all our stations, being not quite three months old. Some representative citizens of that part of the city, usually referred to as "Butchertown," offered the use of two parlors at the Delmont Club, 1573 Story avenue, and the services of an attendant. The experiment of adding about 200 carefully selected books for adults to the usual selection of children's books has been tried with gratifying results. The attendance and the circulation are steadily increasing.

Colored Stations. From the beginning the children have been the most interested patrons of the Colored Library. It was but natural that the first step taken toward extending the work of this library should be for their benefit. In order to make the library easy of access to those who live at a distance a station was organized at the Eastern Colored School and a few months later one in the California School in the west end. Both of these stations are under the direct charge of Mrs. Harris, assistant in the Colored Branch.

Work with Schools. Since the patrons of the Children's Department are almost altogether the pupils in grades, we have aimed toward a close relation with the schools. Work with them falls into three divisions: reference work with younger children, visits of the children's librarian to the schools to aid them in matters relating to the library and cooperation with teachers.

The reference work done in the children's room has increased in quality as well as quantity. It includes not only the direct answer to a present question but also the anticipation of probable requests along certain well established lines of study and the preparation of reading lists for special occasions and for individuals.

The children's librarian has given 206 library talks in public schools. These talks give opportunity to meet pupils and teachers and to bring to their notice the assistance provided for them by the library.

In no way has cooperation been better promoted than

by the collections of twenty-five books sent to the class rooms of teachers who asked for them. These books are chosen by the teacher from the shelves of the children's room. They are then sent to the class room where they may be kept for two or three months. Pupils are allowed to take the books home once a week. The collections are usually sent to schools at a distance from any of our library agencies. Although this phase of library expansion has been in operation only six months, 4,916 books were circulated.

Teachers' Library. From the time of its opening the children's room has attracted the grade teachers. They came to see the kind of books their pupils were reading and while looking over the shelves they usually found books helpful to them in their teaching. In time books of special interest to them were asked for until gradually a very small but greatly appreciated collection of teachers' books were placed on a few shelves set aside for this purpose. These shelves gave way to a teachers' corner which is steadily gaining in favor. At present the meager facilities of this teachers' library are but inadequately meeting the demand.

Pictures. The collection of mounted pictures now numbers 6,598. It has been the means of attracting teachers lecturers and others to the library. The greatest demand for pictures has been by teachers who use them to illustrate topics in their school work. During the year 1,187 pictures were circulated, but this number does not begin to represent the actual use made of the pictures. After a collection of pictures has been taken out by a teacher it is used by every other teacher in the same school building before it is returned to the library.

There has been an increasing demand by teachers for the picture bulletins containing reading lists which are displayed from time to time. Whenever possible these requests have been supplied, but the small assortment on hand prevented a more general circulation.

Story Hour. No feature of the work with children has been more popular than the story hour conducted once a

week at the Main Library and the branches. During the last year the course of story telling was planned with a view of celebrating the birthdays of famous men and women. The life story of a different character was told each week. Among the subjects were: Robert E. Lee, Abraham Lincoln, Thomas A. Edison, Rosa Bonheur, Joan of Arc, David Livingston, Benjamin Franklin and Captain John Smith. Through these stories an interest for biographical reading was aroused, the influence of which is being most decidedly felt in the sustained demand for books of biography.

We have been much encouraged in this department by the interest taken by teachers and parents, by the hearty support of the librarian and the trustees and by the cooperation of staff members.

ADELINE B. ZACHERT
Head of Children's Department

BRANCH LIBRARIES

Highland Branch

The new building for this branch is completed with the exception of hardware, interior decoration, furniture and fixtures. The general contract amounts to \$25,041 not including architects' fees. There has been paid on it \$19,993.26. It will be the first of the Carnegie buildings to be completed and the first branch building south of the Ohio river.

The library is still in rented quarters, the lease on which expires October 1, 1907, when the library must give possession. It will be necessary therefore to occupy the basement of the new branch building temporarily until the furniture and fixtures can be installed, which will be some time in October. In this way the use of the library will not be interrupted. In addition to the 12 per cent increase in circulation over the previous year, the entire community is taking a keen interest in the new building, which is a beautiful illustration of Italian renaissance architecture.

It will provide amply not only for the quicker and more convenient consultation and circulation of books but also for a public meeting place of moderate size and for the extension of the club work and story hour features which are proving so popular.

Report of the Highland Branch

To the Librarian:

A few statistics give a comprehensive view of the year.

Number of visitors.....	51,267
Periodicals circulated.....	2,002
Number of books issued.....	38,764
Average daily circulation.....	133
Volumes lost and paid for.....	5
Volumes lost and not paid for.....	5
Total number of borrowers registered.....	2,112
Persons transferred from other libraries.....	359
Reference work, number of subjects	812
Reference work, number of persons	2,185
Story hour attendance.....	1,048
Number of books added during year.....	995
Number of books discarded during year.....	118
The branch now has 4,574 volumes.	

Nearly all of the discarded books were the acquisitions of the little library which was started in the street car barn six years ago.

Circulation. Our circulation would have been much larger had we received more books of a popular nature. The majority of the books accessioned have been duplicates for young children and miscellaneous classed books. There being no factories in the Highlands and very few business houses, a large percentage of the residents who work are employed down town. When they return home at night they prefer books for entertainment rather than for information. Good historical and detective stories are in high favor. A great many of the older people rarely come to the library but send children, who almost invariably remark "Want a good story for my father (or mother)." Frequently it is "Want a love story for a girl of eighteen."

The "girl of eighteen" works in some factory or store usually and if she sends for any particular book it will frequently be one of Mary Jane Holmes or Augusta Evans Wilson. Often an interesting history or biography is sent along with the fiction as an experiment. Sometimes it works well, but frequently when the book is returned the small bearer will say "Don't want nothin' on the blue card," and the blue card will never be seen at the library again.

Magazines. Since January we have been circulating the new magazines after the first of the month. Their popularity shows a step forward in literary taste, as many persons who have been reading only the flimsiest fiction now ask for a magazine regularly. The Century, Harper's Monthly, McClure's and World's Work circulate oftener than the most popular book of fiction, as their time limit is four days. Four daily papers and two religious weeklies come regularly as gifts and are much appreciated. The circulation of the German books recently received shows that we shall need more as there is a large German constituency in this community.

Story Hour. The story hour has been a very pleasant feature, and it was with reluctance we discontinued it the last of May. Miss Berryman usually did the entertaining, with occasional assistance from visitors to give variety. As many little folks came who were too young to comprehend the stories told on Saturday to older children, we have a special story hour once a month on Tuesday afternoons for their benefit.

Boys' Civic Improvement Club. In May was organized a boys' club with fifty-five members. We had only three meetings, at each of which the little room was crowded to suffocation. At the first meeting, Mr. Sehon, Superintendent of the Kentucky Children's Home Society, gave such an inspiring talk on work done by boys' clubs in other cities that our boys were encouraged to do great things right away. But the summons came to extend the library hours to 9 o'clock instead of to 8 only, as in previous summers, so the embryo city officers adjourned until the club room in the new building is completed.

Picture Exhibits. Several picture exhibits gave variety and interest to our room during the year. The most notable was a large collection of fine amateur photographs loaned by the kodak club of the Manual Training School, a very attractive colored postal card exhibit representing a trip around the Mediterranean, the postals showing in order the places visited by Mr. and Mrs. Stuart McDowell, who loaned them, and photographs of school yards with children at work in them, loaned by Miss Emilie Yunker.

Reference Work. Our reference work is constantly increasing, and the "Young Idea" of this generation should know how to shoot in many directions if handling cyclopedias, mythologies and biographies is any indication. Much time is spent in condensing and picking out simple information for the school children, nearly all of the reference work being done by them. If some well-informed Kentuckian can be induced to write a good, concise history of Kentucky, dwelling largely on the early history, and to it add short biographical sketches of every early settler of any consequence as well as other prominent people, he will receive the heartfelt thanks of every reference librarian in the state.

There are two things to which attention is especially called. 1) The very small number of books which have been lost during this year as well as last, although all readers have free access to the shelves and are not watched. 2) The frequent calls for catalogs. We need lists of books on all subjects to distribute. A small catalog containing five or six hundred titles of books in the branches would be a most desirable and popular gift to the public. The card catalog is consulted very little by the general public. They want something simple to carry home.

Great interest is manifested in the new building, and if the number of questions answered about it were added to the reference list it would increase that list two thousand or more.

Thanks are hereby given to the trustees who manage so ably our large affairs and never pry into our small ones.

The step-fatherly interest of the chief librarian, the brotherly kindness of the heads of departments, the efficiency and sympathy of my assistant, Miss Sallie Berryman, and last but by no means least, the faithful work of the janitress, have contributed in no small degree to the success of the Highland Branch.

MARY B. PRATT

Branch Librarian

Portland Branch

Notice having been received that the rent at 2611 Portland avenue would be increased, the library was moved from there in June a half block to Lewis Hall, 313 Twenty-sixth street. The new quarters are in a modern building and are spacious and more attractive in every way. There is an abundance of natural light by day and excellent electric light is furnished by the association which owns the hall. Its removal from Portland avenue has relieved it of the car and other distracting noises and the improved air of rooms and windows in the present building make unnecessary much of the police duty formerly required of the librarian. This branch is now the most favorably situated of any of the libraries, so that it can well wait indefinitely for the settlement of the difficulty regarding a site for a new branch building.

On the question of a site the citizens are divided into two factions, one favoring its location at Thirty-third street and the other wanting it not farther west than Twenty-eighth street. The west end faction has presented the Board with an option on the Thirty-third street site, which is beautiful but entirely too far west and too near the river to be convenient for the majority of the people.

The library has added even to its great popularity of last year. It has the largest circulation of the branches with the smallest number of books and the circulation per capita indicates extraordinary activity among its registered members.

Report of the Portland Branch*To the Librarian:*

Near the close of the year the branch was moved into new quarters, which are much more attractive, large and airy and back from the noises of the street. It has 3,408 volumes, only ten books having been lost in the 20 months since its opening.

Attendance. The number of visitors was 56,123, adults 21,616, children 34,507, the largest in one month being 1,125 in February. The membership has increased by 526, making a total of 2,408, 1,230 adults and 1,178 children.

Circulation. The number of volumes drawn for home use was 47,777, 23,731 for adults and 24,048 for children; of these 27,571, or 60 per cent, were fiction. The next largest classes were first history, biography and travel, 6,402 volumes, second literature and third science. The average circulation per day was 157 volumes and each book was drawn out an average of 13 times.

Magazines. These are read more if they are permitted to circulate. This year not only the back numbers but also the current numbers of eight additional magazines were allowed to go out with the result that 2,980 magazines were circulated this year against 514 last year. All the periodicals received are listed in Appendix E.

Reference Work. The list of topics looked up numbers 3,635. This work has been greatly facilitated and systematized through co-operation with teachers by arranging material in advance and reserving it for pupils at a saving of time to them and to the librarians. In two days of December in connection with the library prize competitions there were 82 calls for material on Jamestown, 43 for John Smith and 74 for Boonesborough.

Some special work for each month was to post on the black board some celebrated names and under them the questions, Who are they? When and where born? For what noted? Books containing the information were placed on separate shelves nearby. Various visitors always looked

up the answers and there was a deep interest in watching for new names.

Bulletins and Book-lists. Miss Davidson, the assistant branch librarian, is showing fine talent in the production of our bulletins which are very attractive. In addition to those drawn on the black board, bulletins and book-lists were made on Birds, Indian books, Columbus, Hallowe'en, Christmas, Washington, Longfellow, Lincoln, St. Valentine's day, Spring, Holy week, Easter, Decoration day and Flag day. A picture of Thomas Jefferson, several photographs of Monticello and some views of the University of West Virginia added to all the books pertaining to Jefferson and his time made an inviting corner for the students interested in the Jeffersonian essay prizes.

Story Hour. The attendance at the story hours was 2,426. Miss Elizabeth Klein, a kindergarten teacher, conducted most of those for small children on Mondays. On Fridays there were stories and readings for older boys and girls by various people including Mr. Morrison Heady.

Gifts. Many magazines and books have been given to the branch. One spring day 17 persons brought flowers, in fact the library has not been without flowers since its opening.

Lectures and Entertainments. Mr. W. C. Kendrick brought his curios of China and Japan and gave a talk to 47 listeners. The Rev. H. C. Ogden gave a lecture to 78 boys on "How to become a good citizen." Mr. George L. Sehon gave 55 boys an inspiring talk on good citizenship and helped them organize a "Portland Civic Improvement Club." Mr. James Speed opened our new library quarters with an illustrated lecture on "Birds" to an audience of 231.

Club Work. The boys' P. C. I. C. was organized in May with 25 members for the purpose of civic and self improvement. They are deeply interested in a new building, in keeping the books in good condition and making this library the best in the city. The P. E. W. organized in July is a girls' club of 25 members; their motto is "Work

and play." They are making plans for sending a traveling library to young girls in the mountains.

Various visits from the trustees, the librarian and heads of departments have been stimulating and encouraging. The branch is in high favor with the people and the outlook is full of hope and promise.

JENNIE OWEN COCHRAN
Branch Librarian

Colored Branch

The new building at Tenth and Chestnut streets has the outside walls and stone cornice finished and work has begun on the roof. The general contract together with those for heating and plumbing amount to \$24,127, of which \$10,600 has been paid. Its erection was practically at a standstill all summer on account of labor conditions. It will be completed early in the spring. Inasmuch as \$30,000 have been appropriated for this building, a liberal sum will remain for interior decoration and furnishing.

The branch at present is still in rented quarters at 1125 West Chestnut street. Points worthy of special note are the increase in circulation of 70 per cent over the previous year; the comparatively small proportion, 43 per cent, of fiction read; the extensive use that is being made of the fine collection of reference books by the high school and other public school pupils; and the excellent work that is being done with children by the assistant librarian, who has organized four reading clubs which pursue systematic reading and study.

The library is appreciated to a remarkable extent by its patrons. A few sentence extracts are given below from numerous letters that have been received from representative colored people.

"The library is a great boon to our people." "Its effect is being felt in the schools, homes and churches." "It has done marvelous good in stimulating a love for books and promoting the work of education." "No longer do we find the dull dragging recitations." "It supplies a long felt need

among us, since many of use can not afford private libraries." "It has brought heaps of pleasure and enjoyment to my family." "It is doing good in forming the character of young people and giving them higher conceptions of life and its responsibilities."

Other points emphasized in these communications are their pride in the institution; the generosity of Mr. Carnegie in providing for a new building, the wisdom and liberality of the trustees in establishing the library and their promptness in supplying books desired, the high character of the books read, the order and cleanliness of the rooms and the courteous and helpful service of the librarians.

Report of the Colored Branch

To the Librarian:

The second year's work of this branch has been one of signal growth. The attendance has increased 22 per cent, interest has multiplied and 1,000 books more a month have circulated.

There are now 4,268 volumes in the library and 55 current magazines and periodicals, which are listed in Appendix E.

The attendance was 43,548, April being the banner month with an attendance of 5,284.

There were 1,145 new borrowers registered, 395 adults and 750 children, making a total to date of 2,979.

The circulation (including 7,274 at stations) was 30,419 volumes, an increase of 70 per cent. over last year. The largest circulation for one day was 232, April 16, the smallest 24, August 31, average 99, percentage of fiction drawn 43.

The constant and growing use of the reference books by the pupils of the public schools and others is noteworthy. Aside from the information which the readers gain by consulting the reference books themselves, 1,500 reference questions have been looked up by the librarians.

An interesting and helpful feature are the clubs under

the supervision of the branch assistant, Mrs. Rachel D. Harris. Four reading clubs suited to the grades of the pupils have met weekly with an average attendance of 18. The purpose of these clubs is to acquaint the young people with some of the best authors and to create a taste for wholesome literature.

Following are some of the readings for the year: *Coming of Arthur*; *Holy Grail*; *Life of Tennyson*; *Sheridan's ride*; *Tennyson's May Queen*; *Washington and Lincoln* (a comparison); and *Selections from Dunbar*.

The story hour has been held at the branch every week during the school term, and at the stations during the summer. Average weekly attendance 20.

Two library stations, one at the California School and one at the Eastern School, are open once and twice a week, respectively, and have continued through the summer. There are about 250 books at each station. Most of these books bear upon subjects taught in the school and serve as supplementary work for the pupils. Circulation 7,179. These stations are proving most helpful and encouraging.

The library is open Sundays from 2 to 9 p. m. for reading and reference only. Average attendance 26 against 18 last year.

The custom of visiting occasionally the various schools and churches and in short addresses explaining the uses of the library and emphasizing its importance has continued with good results.

A happy occasion was the corner stone laying of the new library building for the Colored Branch May 10. Appropriate exercises were held at Quinn Chapel A. M. E. Church and concluded at the building. Addresses were made by members of the Board and by representative colored citizens.

The local papers have rendered valuable service in publishing monthly reports and other items of library news.

We are profoundly grateful to those in authority for having made possible the results of this year's work.

THOS. F. BLUE

Branch Librarian

Crescent Hill Branch

A beautiful lot 100 by 191 feet on the corner of Frankfort and Birchwood avenues was purchased by contributions from citizens of the community and presented to the library as a site for a branch building. The names of the contributors are given in Appendix C.

The corner stone of the building was laid June 7. Floor plans are given in Appendix G. The building is rectangular in shape, one story and basement, built of brick with stone trimmings and tile roof. The main floor consists of one large room in front, one-half of which is for adults and the other half for children; back of this room is a librarian's office and a study room; between these two rooms are stairs to the basement, which contains boiler, supply, class and lecture rooms. The partition between the class and lecture rooms is hung on rollers and folds so that both may be thrown into one for large assemblies.

The general contract amounts to \$21,357.15, of which \$5,540.00 has been paid. Work on the building was completely held up for nine weeks on account of a strike. At least four months will be required to complete it.

Parkland Branch

A fine site 100 by 120 feet on Twenty-eighth street and Virginia avenue was donated to the library in July 1905 through the efforts of the Parkland Progressive Club. In July 1906 the trustees appropriated \$20,000 for a branch building and elected an architect.

Floor plans as shown in Appendix H are similar to those of the other branches. The building consists of one story and a basement, built of brick with stone trimmings, galvanized iron cornice and tile roof. The main floor has partial partition walls between the various rooms for adults, for children, for reference and for the librarian. The delivery desk will be centrally located so that from it complete supervision will be possible over all public rooms. In the basement are boiler, supply, class and lecture rooms.

The general contract is to cost \$16,384 and \$3,500 has been paid on account. The beginning of this building was also delayed by the strike. The corner stone was laid September 20.

Germantown Branch

This branch is to be located on Oak street at its intersection by Hancock street. A lot of 110 feet front has been secured by the closing of Hancock street by the General Council and the purchase of 25 feet of ground on either side of the same street by the citizens of the neighborhood. On September 13, 1906 the Library Board appropriated \$25,000 for a building and selected Messrs. Clark and Loomis architects. As soon as a clear title to the site is given erection of the building will begin.

Respectfully submitted

WILLIAM F. YUST

Librarian

APPENDIX A
ATTENDANCE 1906-07

1906	Main	Branches			*Sundays	Totals
		Highland	Portland	Colored		
September	30,287	3,883	3,339	2,753	1,022	40,192
October	37,879	4,283	3,494	4,041	1,026	49,647
November	39,306	4,349	3,955	4,179	1,323	51,789
December	40,116	4,160	5,148	3,910	1,473	53,334
1907						
January	38,536	4,310	5,848	3,500	1,505	52,194
February	37,063	4,392	7,125	3,901	1,833	52,481
March	36,803	4,666	6,249	4,616	1,779	52,334
April	38,227	4,429	4,836	5,284	1,108	52,776
May	34,239	4,479	4,511	4,756	812	47,985
June	29,525	4,175	3,962	2,814	1,132	40,476
July	26,375	3,852	4,112	2,323	873	36,662
August	27,612	4,379	3,544	1,471	895	37,006
Totals	415,948	51,257	56,123	43,548	14,831	566,876

*Included in the preceding columns

**APPENDIX B
CIRCULATION 1906-07**

	Days	Main	Branches				Totals	Daily Average
			Highland	Portland	Colored	Stations		
1906								
September.....	24	18,338	2,617	2,576	1,743	772	26,046	1,073
October.....	27	21,919	3,260	3,031	2,406	1,888	32,504	1,209
November.....	25	22,133	3,242	3,303	2,069	2,010	32,777	1,311
December.....	25	21,261	3,194	4,419	2,026	986	31,886	1,272
1907								
January.....	26	23,100	3,386	5,148	1,927	2,186	35,747	1,372
February.....	23	22,452	3,469	6,080	2,085	2,540	36,576	1,594
March.....	26	21,678	3,474	5,516	2,214	3,233	36,115	1,397
April.....	26	22,670	3,574	4,319	2,578	4,028	37,167	1,429
May.....	26	20,982	3,181	4,028	2,103	4,248	34,492	1,324
June.....	25	18,110	3,008	3,145	1,647	2,732	28,642	1,145
July.....	26	17,515	2,937	3,486	1,313	1,420	26,671	1,023
August.....	27	18,393	3,422	2,726	1,064	1,166	26,771	993
Totals.....	306	248,501	38,764	47,777	23,145	27,157	386,944*	1,259

* Add 2,506 volumes circulated in Reference Department, total 387,849

APPENDIX B—Continued
Circulation—Adult, Main Library
Year Ending 31 August 1907

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works	5	12	16	9	23	16	8	13	5	9	11	8	135
Current Periodicals	677	841	754	737	870	884	1,006	1,018	1,074	966	995	994	10,806	.064
Philosophy	186	179	175	189	184	189	188	178	160	157	165	176	1,971	.009
Religion	91	118	100	110	185	188	121	150	116	112	134	127	1,447	.007
Sociology	191	229	239	203	234	218	257	254	219	217	152	188	2,601	.018
Philology	13	10	11	9	9	7	10	17	4	7	17	15	129
Science	165	187	199	193	230	196	226	247	220	183	159	144	2,351	.011
Useful Arts	149	180	169	192	219	233	234	240	196	174	162	194	2,342	.011
Fine Arts	223	229	263	231	324	238	276	269	255	222	200	226	3,006	.015
Literature	533	708	744	547	756	774	698	834	674	518	445	490	7,726	.038
History	237	357	334	373	455	452	354	379	310	260	193	224	3,978	.019
Travel	227	324	371	364	472	483	387	459	381	325	231	314	4,388	.022
Biography	395	477	497	401	564	568	494	472	305	231	264	297	5,015	.021
Fiction	12,317	13,602	13,020	12,605	13,725	13,400	12,595	12,829	12,631	11,309	11,496	11,934	151,460	.076
Foreign Books	127	144	132	148	209	150	226	223	194	110	104	111	1,878	.009
Totals	15,491	17,597	17,074	16,261	18,409	17,943	17,075	17,530	16,744	14,840	14,777	15,442	199,233
Average daily	645	651	632	650	708	780	656	676	644	598	568	572	651
Open Shelves	14,944	16,719	16,194	15,537	17,423	17,023	16,230	16,422	15,723	13,910	13,901	14,670	188,699
Children's Room	2,553	4,421	5,068	4,906	4,628	4,565	4,819	5,037	4,132	3,272	2,630	2,985	49,236
Stations, White	704	1,551	1,514	570	1,650	1,316	2,184	2,770	2,914	2,133	1,143	979	20,018
" Colored	63	337	496	366	536	724	1,049	1,256	1,334	549	277	187	7,179
" Totals	772	1,888	2,010	936	2,186	2,540	3,233	4,026	4,248	2,732	1,420	1,166	27,541

Louisville Free Public Library

APPENDIX B—Continued
Circulation—Children's Room, Main Library
 Year Ending 31 August 1907

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Total	Per cent
General Works				1	2		4	4					11
Philosophy	6	7	4	9	7	2	9	4	5	2		5	60	.001
Religion	31	73	46	62	52	31	41	61	37	19	9	32	494	.010
Sociology	274	474	622	690	558	488	496	559	527	384	216	210	5,448	.110
Philology	11	26	41	58	35	31	41	47	43	35	20	20	406	.008
Science	54	80	112	85	82	121	121	94	80	34	40	52	955	.019
Useful Arts	21	38	57	38	24	46	38	29	27	24	11	16	369	.007
Fine Arts	47	64	96	116	87	75	75	73	52	55	41	38	869	.017
Literature	53	133	195	152	96	106	108	176	118	65	24	46	1,267	.025
History	113	237	323	293	287	309	318	309	233	156	93	115	2,756	.055
Travel	87	163	243	191	204	194	190	262	207	85	43	40	1,899	.038
Biography	54	136	165	165	145	177	138	198	163	99	50	88	1,523	.031
Fiction	2,096	2,896	3,155	3,140	3,142	2,929	3,129	3,299	2,691	2,362	2,186	2,189	33,204	.717
Totals	2,947	4,322	5,069	5,000	4,691	4,509	4,703	5,090	4,188	3,270	2,788	2,851	49,263

APPENDIX B—Continued
Circulation at the Stations
Year Ending 31 August 1907

	Teachers' Collection	California	Columbian	Delmont	Settlement	Syria	Eastern Colored	Western Colored	Totals
1906									
September.....				a 200	189	315	68		772
October.....	968				133	450	337		1,888
November.....	901			b 17	212	384	486		2,010
December.....				b 33	170	367	366		936
1907									
January.....	904		183		204	359	425	111	2,186
February.....	818		511		177	310	449	275	2,540
March.....	662		1,040		231	251	743	306	3,233
April.....	478	520	854	c 379	267	272	804	452	4,026
May.....	185	810	842	c 576	384	501	947	387	4,632
June.....		791	214	330	249	599	340	209	2,732
July.....		206	258	272	137	270	168	119	1,420
August.....		81	192	183	121	402	80	107	1,166
Totals.....	4,916	2,408	4,094	1,990	2,474	4,490	5,213	1,966	27,541

a The Point, b Holcomb and c Cable merged with Delmont

APPENDIX B—Continued
Circulation—Highland Branch
Year Ending 31 August 1907

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works.....				6	2	5	2				1		16
Current Periodicals.....	59	89	54	107	141	172	202	232	185	214	202	234	1,891	.046
Philosophy.....	6	3	4	1	5	6	4	4	5	9	5	6	58	.001
Religion.....	15	39	28	17	17	20	26	17	14	10	14	14	281	.005
Sociology.....	124	140	143	161	153	151	168	200	195	105	115	156	1,811	.046
Philology.....	12	23	31	23	13	25	22	24	23	28	21	25	270	.006
Science.....	55	79	75	65	74	64	65	67	53	37	39	52	725	.018
Useful Arts.....	28	37	47	30	29	32	34	40	29	32	31	45	414	.010
Fine Arts.....	42	57	48	42	40	68	46	40	38	39	46	38	544	.014
Literature.....	58	118	140	96	70	124	118	105	63	47	53	37	1,029	.026
History.....	92	140	180	153	143	161	135	138	113	87	64	64	1,470	.037
Travel.....	71	97	124	105	102	169	126	137	109	91	68	90	1,289	.032
Biography.....	33	68	57	71	99	116	83	74	57	47	37	41	783	.020
Fiction.....	2,022	2,370	2,311	2,817	2,498	2,356	2,442	2,491	2,263	2,242	2,228	2,605	23,147	.72
Foreign Books.....							1	5	34	18	13	15	86	.002
Totals.....	2,617	3,260	3,242	3,194	3,366	3,469	3,474	3,574	3,181	3,008	2,987	3,422	33,764*
Average.....	109	121	130	123	130	150	134	137	122	120	113	209	126

* Of which 15,678 were juvenile

APPENDIX B—Continued
Circulation—Portland Branch
Year Ending 31 August 1907

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works.....							1	6	2	1			10
Current Periodicals.....	83	102	136	198	260	350	328	230	316	312	316	298	2,979	.062
Philosophy.....	3	19	23	24	36	41	50	17	14	9	11	4	251	.005
Religion.....	25	49	56	54	50	130	125	55	61	39	22	21	687	.001
Sociology.....	173	188	177	317	343	345	334	173	197	163	180	125	2,715	.056
Philology.....	40	53	48	80	109	122	103	69	66	50	46	25	811	.016
Science.....	81	101	123	173	224	242	178	108	103	85	62	28	1,508	.031
Useful Arts.....	47	74	78	155	227	253	173	60	62	59	45	31	1,264	.028
Fine Arts.....	58	54	67	141	238	241	178	86	95	60	79	35	1,332	.029
Literature.....	100	131	125	199	273	320	294	130	149	107	105	58	1,996	.042
History.....	118	109	177	241	283	368	316	190	152	103	95	62	2,214	.046
Travel.....	102	164	200	235	301	372	331	145	145	105	95	74	2,319	.048
Biography.....	78	91	117	202	354	321	284	119	139	109	49	28	1,869	.039
Fiction.....	1,668	1,896	1,970	2,337	2,419	2,960	2,764	2,837	2,464	1,912	2,358	1,926	27,571	.577
Foreign Books.....			6	8	26	15	27	44	63	31	23	13	251	.005
Totals.....	2,576	3,031	3,303	4,419	5,148	6,080	5,516	4,319	4,028	3,145	3,486	2,726	47,777*
Average.....	107	112	132	176	196	264	212	166	163	134	101	156

* Of which 24,048 were juvenile

APPENDIX B—Continued
Circulation—Colored Branch
Year Ending 31 August 1907

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works.....	5	6	1	2	4	4	2	7	81	.001
Current Periodicals.....	146	172	94	72	122	116	111	139	142	225	253	338	1,929	.063
Philosophy.....	14	17	8	6	12	19	16	25	18	22	17	10	184	.006
Religion.....	38	39	33	47	38	44	52	49	25	26	15	29	435	.014
Sociology.....	64	91	66	48	53	52	53	72	45	37	33	16	630	.020
Philology.....	1	6	1	4	2	4	18
Science.....	13	23	41	26	20	24	23	30	10	12	3	3	233	.007
Useful Arts.....	20	37	33	20	17	13	19	21	13	19	10	7	229	.007
Fine Arts.....	34	47	23	30	22	14	12	11	8	11	5	4	221	.007
Literature.....	62	109	73	82	44	41	73	77	65	38	33	37	734	.020
History.....	46	35	42	39	25	46	58	56	47	30	15	25	464	.011
Travel.....	8	27	25	19	15	8	11	4	1	6	13	7	144	.004
Biography.....	22	37	33	25	36	43	17	17	13	31	9	15	298	.009
Fiction.....	492	618	593	609	607	620	590	537	507	419	424	293	6,359	.209
Juvenile Fiction.....	233	546	611	533	633	694	771	965	337	432	317	244	6,376	.22
Juvenile Class Books.....	500	934	903	826	814	1,024	1,452	1,779	1,696	884	444	376	11,634	.38
Totals.....	1,743	2,743	2,535	2,392	2,463	2,759	3,263	3,334	3,437	3,196	1,593	1,411	30,419 ^a
Average.....	73	102	103	96	95	120	125	149	132	88	61	46	99
Stations b.....	63	337	496	366	536	724	1,049	1,256	1,334	549	277	137	7,179

b Included above

a Of which 19,018 were juvenile

APPENDIX C

Contributors to Fund for Purchase of Crescent Hill Branch Site

Alberts, J. B.	Lee, Miss Mary K.
Anderson, E. C.	Lindenberger, G. H.
Atherton, J. M.	Longstreet, J. E.
Avery, W. Parks	Maloney, J. C.
Baldrige, J. D.	Marquess, Dr. Wm.
Bauer, Wm.	May, Wm.
Beckman, O. A.	McGowan, G.
Bell, J. E.	McReady, R. L.
Boebel, Theo.	Menne, F. A.
Boggess, Dr. C. F.	Mercke, Miss Mary M.
Bohne, P. J.	Miller, Frank
Broaddus, A.	Millett, E. P.
Broaddus, R.	Moise, H.
Brown, Jas. W.	Monohan, E. S.
Brown, L. F.	Mouroe, H. F.
Bruner, A.	Moore, J. W.
Bruner, Miss Catherine	Moran, T. W.
Bruner, Ralph	Ormsby, H. D.
Bullitt, Cuthbert	Ouerbacker, A. U.
Burdine, R. B.	Park, W. S.
Davis, H. V.	Pilcher, W. E.
Dawson, R. A.	Pogue, P. S.
Dawson, R. P.	Poston, L. S.
Derr, C. C.	Price, Miss Lena
Doyle, John G.	Pross, Miss Lena
Drabelle, S.	Quanderr, A. M.
Dumesnil, H.	Quinn, Chas. D.
Dunn, J. H.	Quinn, H.
Embry, G. W.	Rapier, R. S.
Ernwine, P.	Richardson, C. C.
Field, Judge Emmet	Richardson, E. E.
Franck, John	Robertson, Miss Katharine
Fritts, W. H.	Rowland, Edw.
Gaines, J. T.	Russell, C. W.
Gallagher, J. G.	Russell, Frank
German, E. C.	Sageser, B. A.
Gilmore, T. M.	Sampson, L. D.
Glasscock, R. V.	Scheik, A., Jr.
Hanks, W. T.	Sheehan, F. P.
Heaton, Miss Mattie T.	Smiley, Jas. W.
Heick, H. J.	Stark, T. N.
Huber, L., Jr.	Stitzel, F.
Hunter, Alex	Strauss, Mrs. Wm.
Hunter, Caldwell	Taylor, J. C.
Jarvis, J. G.	Thum, A. C.
Jones, F. G.	Tiller, Carter
Keifer, Dr. Frank	Viglioni, P.
Kendall, M. E.	Vissman, Miss Sarah
Kennedy, Dr. O. A.	Walker, Frank
Kennedy, Thos. W.	Webb, W. L.
Koelner, L.	Wilhite, S. M.
Langan, R. D.	Wilken, H.

APPENDIX D

Donors and Gifts

2,101 volumes; 2,219 pamphlets; 96 unbound numbers of magazines; 38 continuances donated by individuals (for other gift continuances by title, donated by publishers, see Periodical List); 7 miscellaneous gifts; v=volume, p=pamphlet, m=unbound number of magazines, c=continuance, miscellaneous articles named.

- Abbott, Francis R. 1v
 Adath Israel Congregation 1p
 Adler, N. 1c
 Alford, B. F. 1v
 American Academy of Political and Social Science 1p
 American Civic Association 1p
 American Free Art League 6p
 American Law Book Co. 1v
 American Library Association 16p
 American Printing House for the Blind 1p
 American Society of Civil Engineers 1p
 Anderson, Miss Emma W. 2v
 Anderson, Wilson 1v
 Armour Institute of Technology 2p
 Armstrong, George B., Jr. 1v
 Atlanta, Carnegie Library 1p
 Atlanta, University of 3p
 Atlantic City Free Public Library 2p
 Atlas Portland Cement Co. 1v
 Ballard, Granville M. 1v
 Baltimore Burnt District Commission 1v
 Baptist Book Concern 3v
 Barnes, Mrs. C. P. 1p
 Barnett, Mrs. Evelyn Snead 1v
 Barnett, Mrs. Tyler 3v
 Beckman, Miss Ida 5v
 Belknap, W. R. 6v 9p 1c
 Belleville Public Library 3p
 Bernheim, I. W. 6v 29p 19m 1c
 Biehl, Miss Mary Jeanette 1v
 Bishop, William W. 1p
 Blue, Rev. T. F. 1c
 Blume, Th. 2v
 Boll, Rev. Robert H. 1v
 Boston Athenaeum 1p
 Boston Book Co. 2m 1c
 Boston, Public Library 4p
 Bowdoin College 5p
 Braddock, Carnegie Free Library 1p
 Brandeis, Mrs. Caroline C. 303v 2p
 Brockton, Public Library 1p
 Brooklyn Public Library 5p
 Brown, R. W. 5v 3p
 Bruner, Ambrose 1v
 Bryn Mawr College 3p
 Buck, Charles W. 1v
 Buffalo Public Library 1p
 Butte Public Library 1p
 California State Library 1p
 California, University of 1p
 Cambridge Public Library 1p
 Carnegie, Andrew 2p
 Carnegie-Stout Free Public Library 1p
 Caron Directory Co. 41v 1p 42m and specimens from Mammoth Cave
 Carpenter, Sam 1v
 Cawein, Madison 2v
 Cedar Rapids Free Public Library 1p
 Central University of Kentucky 2p
 Century Co. 5v
 Chicago Public Library 7p
 Chicago Public Schools 3p
 Chicago, University of 4p
 Cincinnati, Public Library 6p
 Cincinnati Public Schools 1p
 Civil Service Reform Ass'n 1p
 Clark, Mrs. Mary E. 1c
 Clarke, Peyton Neale 1v
 Clements, J. Reginald 1v
 Cochran, Miss Jennie O. 9v
 Coffee, George W. 7v
 Colorado School of Mines 1p
 Columbia University 2p
 Cooke, H. B. 2v 1p
 Cornell University 4p
 Cotter, Joseph S. 2v 1 framed poem
 Cotton Belt Route 1p
 Council Bluffs, Free Public Library 2p
 Crane, C. R., & Freeman, J. R. 2v
 Dargan, Rev. El. C. 3v
 Dartmouth College 1p
 Davenport Public Library 1p

APPENDIX D—Continued

- Dayton, Public Library 1p
 Dearing, Chas. T. 14v 1 sheet music
 Delaware State Library Commission 4p
 Denver Public Library 1p
 Detroit, Public Library 1p
 Dick, Mrs. Belle T. 2v
 District of Columbia, Public Library 1p
 Dixon, Mrs. W. C. 12v
 Doherty, Dr. W. B. 1v
 Doyle, Miss Sadie C. 4p
 Brexel Institute 1p
 Duluth Public Library 1p
 Dupere, John P. 2v
 Durrett, Col. R. T. 2v
 East Orange, Free Public Library 1p
 Edwards, Mrs. C. G. 1v
 Enoch Pratt Free Library 1p
 Ethical Culture School 8p
 Evanston Public Library 1p
 Fairchild, Mrs. Helen L. 2v
 Fetter Co., George G. 2v
 First Church of Christ Scientist 3v
 Fletcher Free Library 1p
 Flexner, Dr. J. A. 1p
 Fox, Fontaine T. 2v
 Fox, Miss Mable 1v
 Franklin Printing Co. 2v
 Freeman, Miss Marilla W. 1p
 Gethsemane College 2p
 Gilmore, F. F. 1c
 Givens, Mrs. James E. 1p
 Gloversville Free Library 1p
 Goodloe, Miss Abbe Carter 3v
 Grand Rapids Public Library 1p
 Graves Co., Robert 3p
 Greater Louisville Exposition 27p 164v 1 sheet music (Credit given individuals)
 Griswold, Howard M. 1p
 Halleck, R. P. 2v
 Harvard University 2v 2p
 Hayes, Mrs. J. J. 15v
 Hays, John E. 22m
 Hebebrand, P. A. 2v
 Helena Public Library 3p
 Henderson, Mayor of 3p
 Henderson Public Library 4p
 Hill, Miss Mildred J. 2v
 Hobbs, Roe R. 7v
 Hoge, Rev. Peyton H. 1v
 Homestead, Carnegie Library 1p
 Houghton, Mifflin & Co. 1p
 Hoyt, Mrs. George S. 46v
 Hoyt, Mrs. George S. 172v (R. T. Scowden estate)
 Illinois, University of 4p
 Indiana, Public Library Commission of 2p
 Indianapolis Public Schools 11p
 Iowa State Library 2p
 Iron Age 1v
 J. Herman Boaler Memorial Library 2p
 Jackson, Hall N. 1 dirk
 Jacksonville, Free Public Library 1p
 Jamestown Exposition 4p
 Jamestown Exposition (Kentucky Commission) 12p
 Jefferson School of Law 1p
 Jewish Publication Society 1v
 Johanboeke, H. R. 1p
 John Crerar Library 2p
 Johns Hopkins University 1p
 Johnston, J. Stoddard 1p
 Joliet Public Library 43p
 Jones, L. H. 1v
 Kelly, R. M. 3v
 Kemp, Miss Hattie B. 1c
 Kendrick, W. C. 1v
 Kentucky Bureau of Agriculture 4v 2p
 Kentucky Children's Home Society 2p
 Kentucky Institute for the Education of the Blind 1p
 Kentucky State Bar Ass'n 1v
 Kentucky, State College of 20p 1c
 Kentucky State Library 15v
 Kentucky University 1p
 Kentucky Women's Christian Temperance Union 6c
 Knights of Columbus, Louisville Council No. 390 1v
 Kramer, George W. 2p
 Kreiger, Mrs. Mary 1v
 La Bree, Ben 1v
 Lake Mohonk Conference 1p
 Leech, Miss Caroline O. 4v
 Leland Stanford University 2p
 Leonard, Mrs. J. L. 2c
 Lexington Public Library 1p
 Lexis, W. 1v
 Library of Congress 3p
 Lipscomb, A. B. 2v
 Los Angeles, City of 1v
 Los Angeles Public Library 1p
 Louisville Board of Trade 1v 1p
 Louisville, City of 1v 1p
 Louisville Commercial Club 2v 30p

APPENDIX D—Continued

- Louisville, Commissioners of Sewerage 1p
 Louisville Girls' High School 1p
 Louisville Girls' High School Althean Society 1c
 Louisville Male High School Spectator 1c
 Louisville Typographical Union No. 10 4c
 Louisville, University of 1p
 Lyons, Miss Anna L. 1v
 Macaulay, Mrs. Fannie C. 1v
 McClellan, George M. 2v
 McClurg & Co., A. C. 1p
 McNairy, Mrs. J. K. 1v
 Maine State Library 1v
 Markolf, Mrs. Ida 58v
 Marrs, Rev. Elijah P. 2v 2p
 Martin, Mrs. George Madden 2v
 Maryland State Library Commission 1p
 Massachusetts State Board of Health 1v
 Massachusetts State Library 1v
 Mathews, Dr. Jos. McDowell 445v 40p
 Mathews, Miss Kate 1 set Little Colonel postal cards
 Medford, Public Library 3p
 Mercantile Library of New York 1p
 M. E. Church South, Board of Church Extension 2p
 Michigan State Agricultural College 1p
 Michigan State Library 1p
 Michigan, University of 4p
 Miller, DeWitt 1v
 Miller, Judge Shackelford 5v
 Millicent Library 1p
 Milwaukee Public Library 2p
 Milwaukee Public Schools 1p
 Minneapolis Public Library 4p
 Minnesota, University of 1p
 Miscellaneous 1v 320p
 Missouri, University of 1p
 Mitchell, Mrs. Walter 1v
 Montana State Library 1p
 Morton & Co., John P. 55v
 Mullins, Rev. E. Y. 1v
 Mullins, Mrs. E. Y. 3v
 Municipal Ownership Publishing Bureau 3p
 Mylne, Rev. R. S. 1v
 Murphey, Mrs. Jeannette R. 1p
 Nashville, Carnegie Library 1p
 Nashville, University of 1p
 National Association of Stationary Engineers 1v
 National Civil Service Reform League 3p
 National Educational Association 4p
 National Slavonic Society 1v
 Nebraska State Library 1v
 Needham, Charles K. 1v 1p
 New Bedford, Free Public Library 2p
 New Haven, Free Public Library 2p
 New York (City), Department of Education 1p
 New York City Police Department 2p
 New York City Public Schools 5p
 New York Farmers 2p
 New York Society Library 1p
 Newark, Free Public Library 1p
 Newton Free Library 2p
 Niagara Falls Public Library 2p
 Nijhoff, Martinus 1p
 Nocht, Emil 1v
 Norfolk Public Library 1p
 North Carolina State Library 1p
 North Carolina, University of 1p
 Northwestern University 3p
 Ohio Geological Survey 3v 1p
 Ohio Library Association 2p
 Ohio State Library 1p
 Omaha, Public Library 1p
 Osterhout Free Library 2p
 Ottawa, Carnegie Library 1p
 Ottumwa, Public Library 1p
 Paducah News-Democrat 1p
 Parke, Dr. C. R. 9v 12p 10m
 Parker & Lee 1p
 Parsons, Dr. A. L. 1p
 Patterson, John 4v
 Pennsylvania Prison Society 2p
 Peoria Public Library 3p
 Perkins Institution 1p
 Peyton, Miss Atholene 1v
 Philadelphia, Free Library 4p
 Pirtle, Alfred 1v
 Pitman & Sons, Isaac 1v
 Pittsburgh, Carnegie Institute 2p
 Pittsburgh, Carnegie Library 8p 1m
 Portland, Library Association 1p
 Pratt, Miss Mary B. 6v
 Pratt Institute Free Library 3p
 Presbyterian Theological Seminary (Louisville) 2p

APPENDIX D—Continued

- Princeton University 1v 4p
 Providence Athenaeum 1p
 Providence Public Library 1p
 Purdue University 1p
 Queens Borough Library 2p
 Ramsey, Rev. W. H. 4v 4p
 Rausse, Mrs. B. 1v
 Reuben McMillan Free Library 1p
 Rice, Cale Young 5v
 Richie, H. C. 1v
 Roach, Mrs. Abby Meguire 1v
 Roach, Mrs. John G. 1v
 Robertson, Rev. A. T. 8v
 Robertson, Harrison 5v
 Rogers, Miss Sarah Logan 4v
 Rutherford, Miss Sarah B. 92v
 St. Clair, W. T. 3v
 St. Joseph, Free Public Library 2p
 St. Louis Academy of Science 1p
 St. Louis Mercantile Library Association 1p
 St. Louis Public Library 2p
 Sale, Miss Edna 1v
 Salem Public Library 3p
 San Antonio Carnegie Library 2p
 Schimpler, Miss Rea 1v
 Science Hill College 1p
 Scott, C. P. G. 5p
 Scranton Public Library 1p
 Scribner's Sons, Charles 1c
 Seattle Public Library 1p
 Sedalia Public Library 1p
 Semple, Charles B. 1v
 Semple, Miss Ellen C. 6v
 Seymour, Charles B. 1p
 Shakespeare Society of New York 1v
 Shaw, Granville 4v
 Sheley, Dr. P. A. 1v
 Sherley, Swagar 2p 1c
 Simmons College 2p
 Simplified Spelling Board 8p
 Smith, D. T. 8v
 Smith College 1p
 Smithsonian Institution 7p
 Somerville, Public Library 1p
 South Carolina State Library 1p
 Southern California University 2p
 Speed, James Breckenridge 4v
 Springfield City Library 12p
 Stanton, G. Smith 1v
 Strickler, W. M. 1v
 Stewart Dry Goods Co. 3c
 Stone & Webster 1p
 Stouffer, Frank B. Notary services
- Stucky, Dr. Thos. H. 228v 41p
 47 portfolios
 Syracuse Public Library 3p
 Tennessee, University of 4p
 Texas State Library 1p
 Texas, University of 4p
 Thomas, Rev. Frank M. 1p
 Thwaites, Reuben Gold 2p
 Timberlake, Thomas C. 22v
 Toledo Public Library 1p
 Tucker, William 1v
 Tulane University 3p
 Tuley, Dr. Henry E. 88v
 Tuley, William F. 1v
 United States Government Publications 227 maps 214v 1,195p 4c
 University of the South 1p
 Utica Public Library 2p
 Van Buren, Mrs. Alicia K. 1v
 Vanderbilt University 1p
 Vassar College 2p
 Verhoeff, Miss Carolyn 1v
 Vermont, State of 1v
 Vermont State Library Commissioners 1p
 Vermont, University of 1p
 Virginia State Library 3p
 Virginia, University of 1p
 Warner, Mrs. Susan M. 1v
 Warren, Rev. E. L. 1v
 Washington & Lee University 1p
 Washington County (Md.) Free Library 2p
 Washington State Library 1p
 Weaver, Rev. J. M., & Harris, Theodore 2v
 Wellesley College 2p
 Western Theological Seminary 1p
 Whitewater State Normal School 1p
 Wilkes-Barre Board of Trade 1p
 Wilson, H. W. 5c
 Williams, Miss Elvira 2v
 Wilmington Institute Free Library 1p
 Wilson, Dr. C. R. 1v
 Wisconsin State Historical Society 2v
 Wisconsin, University of 1p
 Woody, Dr. Samuel E. 1v
 Worcester Free Public Library 1p
 Worcester County Law Library 1v
 Yale University 4p
 Young & Co. 1v
 Y. M. C. A. of Kentucky 1c
 Zionists Federation of America 4p

APPENDIX E

Periodicals

(Including Weekly Newspapers)

M=Main Library H=Highland Branch
 C=Colored Branch P=Portland Branch

The letters and figures indicate the name of the library and the number of copies it received. One copy is understood where no figure is given. Harper's Monthly M 8, C, H, P, means that eight copies of this magazine are received at the Main Library and one at each of the three branches.

- Alexander's Magazine C
 Amateur Work M C H P
 American Academy of Political and Social Science, Annals M
 American Architect and Building News M
 American Boy M C H P
 American Geographical Society, Bulletin M
 American Historical Review M
 American Homes & Gardens M
 American Journal of International Law M
 *American Journal of the Medical Sciences M
 American Journal of Science M
 American Journal of Sociology M
 American Journal of Theology M
 American Law Review M
 A. L. A. Booklist M4 C H P
 American Machinist M
 American Magazine M4 H
 *American Medicine M
 American Naturalist M
 *American Practitioner and News M
 *American Society of Civil Engineers (Publications) M
 American Statistical Association, Publications M
 Appleton's Magazine M4
 Architectural Record M
 Arena M
 Army and Navy Register M
 Art Journal M
 Athenaeum M
 Atlantic Monthly M4 H P
 *Baker & Taylor Co.'s Monthly Bulletin M
 *Balance M
 *Baptist Argus M C P
 *Baylor University Bulletin M
 Biblical World M
 Billboard M
 Birds and Nature M C H P
 Blackwood's Edinburgh Magazine M2
 *Book Buyer M
 Book Review Digest M2
 Bookman M
 *Boston Alaskan M
 Boys' Own Paper P
 *Bulletin of Bibliography M
 *Cadiz Informer C
 Camera Craft M
 Canadian Magazine M
 Cassier's Magazine M
 Catholic World M
 *Central Methodist M H
 Century Magazine M8 H P
 *Century Path M
 Charities and the Commons M C
 Chautauquan M
 Children's Magazine P
 Christian Endeavor World C
 *Christian Observer M C
 *Christian Science Journal M
 *Christian Science Sentinel M
 *Cincinnati Public Library Leaflet M
 *Cleveland Public Library Open Shelf M
 *Cleveland Citizen M
 Collier's M2 C H P
 Colored American Magazine C
 Concerning Municipal Ownership M
 Concrete M
 Confederate Veteran M
 *Congressional Record M C

*Gifts.

APPENDIX E—Continued

- Contemporary Review M2
 Cosmopolitan Magazine M5 C P
 Country Life in America M P
 Craftsman M H P
 *Craftsman M H P
 *Crimson (M. T. H. S.) M
 *Crusader Monthly M C H P
 Cumulative Book Index M2
 Current Literature M2
 *Defender M C
 Delineator M3 C H P
 Deutsche Rundschau M
 Dial M
 *Dietetic and Hygienic Gazette M
 Dramatic Mirror, New York M
 *Dutton's Monthly Readers' Guide M
 Eclectic Magazine M
 Edinburgh Review M2
 Education M
 Educational Review M
 *Eight-Hour Printer M C H P
 Electrical World M
 Elementary School Teacher M2
 Engineering & Mining Journal M
 Engineering Magazine M P
 Engineering News M
 Etude M H P
 Everybody's Magazine M4 C
 *Farmers' Home Journal M
 Farm-Poultry M
 Fliegende Blaetter M
 Forestry and Irrigation M
 Fortnightly Review M2
 Forum M2
 *Freeman C
 Gartenlaube M
 Gentleman's Magazine M
 Geographical Journal M
 *Good Government M (No record in O. D.)
 Good Housekeeping M C H
 Graphic (London) M2
 Harper's Bazar M2 C H P
 Harper's Monthly Magazine M8 C H P
 Harper's Weekly M3 H
 *Harrisburg Board of Trade Journal M
 Harvard Graduates' Magazine M
 *Herald of the Cross M
 *Herald of the Golden Age M
 Hints M3 C H
 Horseless Age M
 House Beautiful M H P
 Illustrated London News M2
 Independent M C
 International Journal of Ethics M
 International Studio M H P
 *Iowa Health Bulletin M
 Iowa Library Quarterly M
 Iron Age M
 *Jamestown Bulletin M
 *Jeffersonian M
 Jewish Quarterly Review M
 Johns Hopkins University Studies M
 Journal of American Folk Lore M
 *Journal of the American Medical Association M
 Journal of the Franklin Institute M
 Journal of Political Economy M
 Journal of the Society of Chemical Industry M
 Judge M2 C
 Kentucky Law Reporter M
 Kentucky Magazine M
 *Kentucky Young Men M
 Keramic Studio M
 Kindergarten Magazine M
 Ladies' Home Journal M C H P
 *Ladies' Review M
 Lancet M
 Leslie's Weekly M3 C
 Library Index M
 Library Journal M2 H P
 *Library Work M2 C H P
 Life M2 H P
 Lippincott's Monthly Magazine M P
 Literary Digest M3 C P
 Little Chronicle M H P
 Little Folks C H P
 Living Age M
 London Quarterly Review M
 *Louisiana Planter M
 *Louisville Commercial Club Review M
 *Lyceumite M
 McClure's Magazine M8 C H P
 Manual Training Magazine M
 Manufacturer's Record M
 *Masonic Home Journal M
 Masters in Art M2
 *Medical Times M
 *Mekeel's Stamp News M
 Missionary Review of the World M H

*Gifts.

APPENDIX E—Continued

- Monthly List of Selected Public Documents M
 Munsey's Magazine M5 C P
 Musical Courier M
 *Nachrichten M
 Nation M
 *National Bulletin of Charities and Correction M
 *National Geographic Magazine M
 National Magazine M
 National Review M
 Nature M
 New England Historical and Genealogical Register M
 New England Magazine M
 New York Age C
 *New York Medical Journal M
 New York Public Library, Bulletin M2
 New York Public Library Monthly List of Additions M2
 New York Times Saturday Review of Books M2 C H P
 Nineteenth Century and After M2
 North American Review M5
 *Official Gazette of the U. S. Patent Office M
 Official Guide to Railways M
 *Our Country M
 *Our District Churches C
 Out West M
 Outing Magazine M
 Outlook M4 C H P
 Overland Monthly M2
 Pedagogical Seminary M
 *Phillips Exeter Academy, Bulletin M
 Philosophical Review M
 Photo-Era M
 Physical Culture M
 *Pitman's Journal M
 Pittsburgh, Carnegie Library Bulletin M2
 Poet Lore M
 Political Science Quarterly M
 Popular Astronomy M
 Popular Mechanics M H P
 Popular Science Monthly M
 Power and the Engineer M
 Psychological Bulletin M
 Psychological Review M
 Public Librarians M2 C H P
 Publishers' Weekly M
 Puck M2 C H
 Punch M
 Putnam's Monthly M H P
 Quarterly Journal of Economics M
 Quarterly Review M
 Reader M P
 Readers' Guide to Periodical Literature M C H P
 *Record (L. G. H. S.) M
 Records of the Past M
 Register of Kentucky State Historical Society M
 Religious Education M
 *Review and Expositor M
 Review of Reviews, American M4 C H P
 Revue des Deux Mondes M
 St. Nicholas M3 C H P
 Salem Public Library Bulletin M
 Saturday Evening Post M C
 *Saturday Evening Post P
 Saturday Review M
 School Review M2
 Science M
 Scientific American M2 H P
 Scientific American Supplement M2 H P
 Scottish American M
 Scribner's Magazine M8 H P
 Sewanee Review M
 *Shelby Sentinel M
 South Atlantic Quarterly M
 *Southern Farm Gazette M
 Southern Teachers' Advocate C
 *Southern Workman C
 Spectator M
 *Spectator (L. M. H. S.) M
 *Stellar Ray M
 *Still College Journal M
 *Stock Farm M
 Success Magazine M C2
 Sunday School Times M C P
 *Sunshine Bulletin M
 Teachers College Record M
 Technical Literature M
 Technical! World Magazine M H
 *Thoroughbred Record M
 Times (London, Weekly) M
 Transatlantic Tales M
 Ueber Land und Meer M
 *Union Signal M C
 *U. S. Department of Agriculture, Monthly List of Publications M
 *U. S. Superintendent of Documents, Monthly Catalog M
 Vogue M

*Gifts.

APPENDIX E—Continued

Voice of the Negro C	Woche, Die M
*Western Recorder M C H	Woman's Home Companion M
Westminster Review M	Work with Boys M
What's in the Magazines M	World To-day M
William & Mary College Quarterly M	World's Work M4 C H P
Wilshire's M	Youth's Companion M C H P

Library Bulletins

(Gifts)*

Atlanta, Carnegie 2	New Haven, Free Public
Boston, Public	New York Public
Brockton Public	Osterhout Free 2
Brookline, Public 2	Pittsburgh, Carnegie
Brooklyn Public	Portland, Library Association
Cambridge Public	Pratt Institute Free
Chicago Public	Providence Public
Cincinnati, Public	Quincy, Free Public
Cleveland Public	St. Louis Public 2
Decatur Free Public	Salem Public
District of Columbia, Public	Scranton Public
Grand Rapids Public	Seattle Public 2
Haverhill Public	Somerville Public 2
Kansas City Public	Springfield City 2
Millicent	Wilmington Institute Free
New Bedford, Free Public	Wisconsin Free

*Bulletins of which the library subscribes for additional copies are listed also under Periodicals.

Daily Newspapers

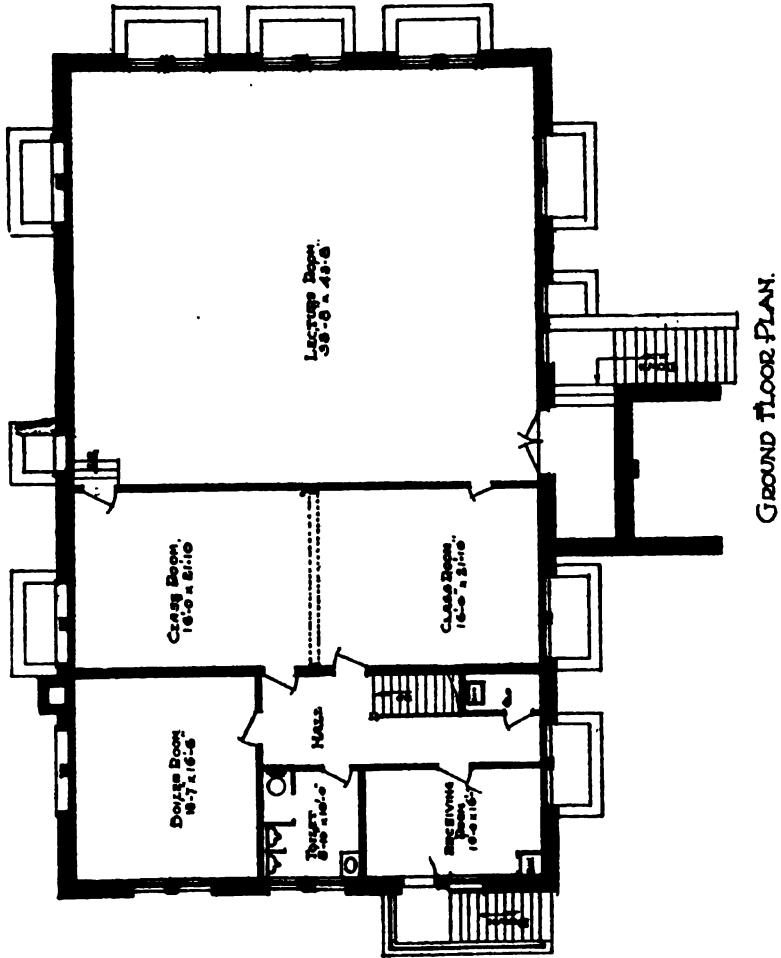
(Arranged by cities.)

Atlanta Constitution M C	*Louisville, Courier-Journal M3
Baltimore American M	C H P
Boston Evening Transcript M	*Louisville Daily Record M
Brooklyn Daily Eagle M	*Louisville Herald M3 C H P
Charlestown, News and Courier M	*Louisville, Evening Post M4 C H P
Chicago Record-Herald M2	*Louisville Times M4 C H P
Chicago Daily Tribune M	Memphis, Commercial-Appeal M
Cincinnati Enquirer M	New Orleans, Times-Democrat M
Cleveland Plain Dealer M	New York, Sun M
*Denver Times M	New York Times M2 C
Detroit Free Press M	New York Tribune M
Houston Post M	Philadelphia, Public Ledger M
Indianapolis News M	Pittsburg Post M
Kansas City Star M	Richmond, Times-Dispatch M
Kansas City Times-Star M	Rocky Mountain News M
*Knoxville Sentinel M	St. Louis Globe Democrat M
*Lexington Herald M	St. Paul, Daily Pioneer Press M
*Lexington Leader M	San Francisco Chronicle M
*Louisville Anzeiger M2	Springfield Republican M
	Washington, Evening Star M

Weekly newspapers are included under periodicals.

*Gifts.

APPENDIX F

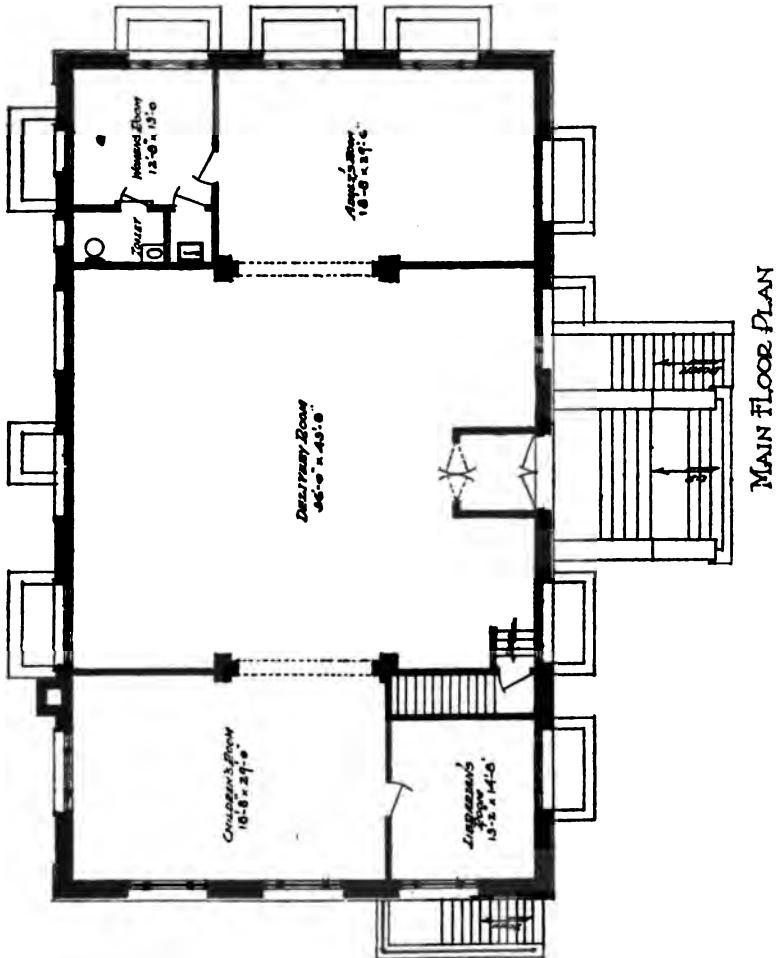


GROUND FLOOR PLAN.

MCDONALD AND DODD ARCHITECTS

BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY
COLORED BRANCH

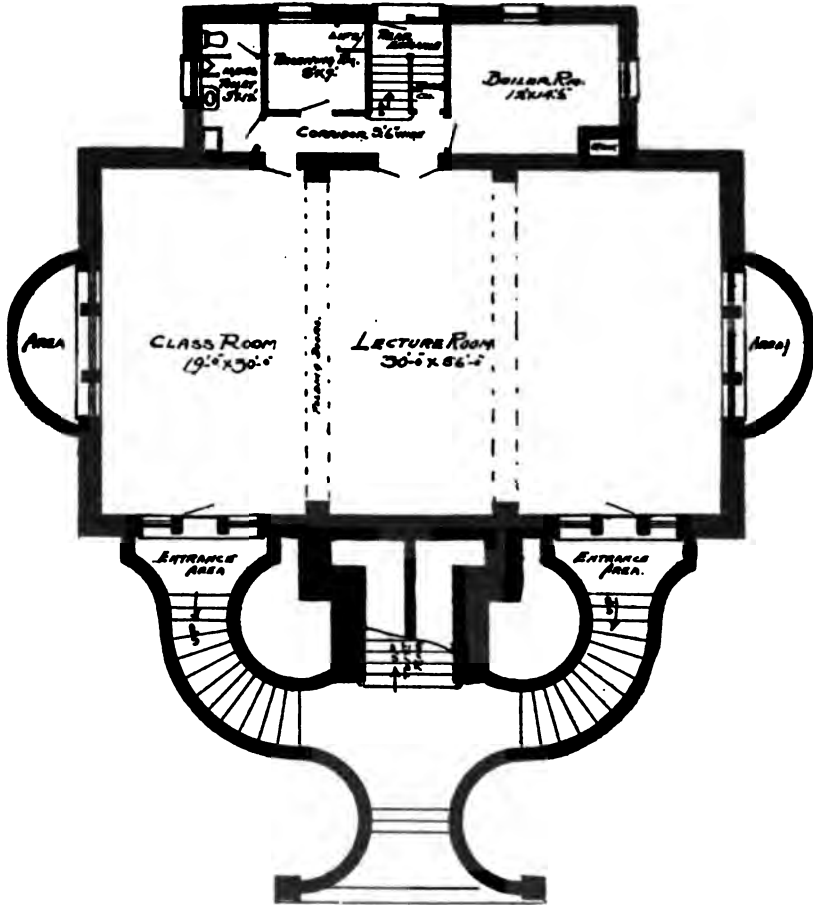
APPENDIX F—Continued



McDONALD AND DODD
ARCHITECTS

MAIN FLOOR
LOUISVILLE FREE PUBLIC LIBRARY
COLORED BRANCH

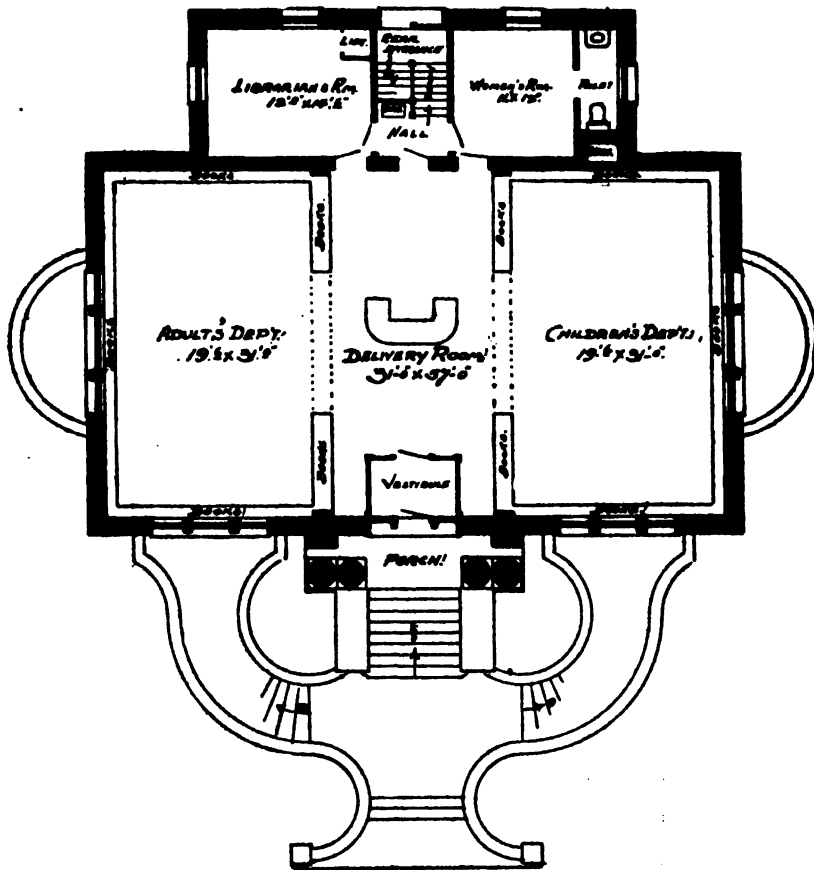
APPENDIX G



THOMAS AND BOHNE
ARCHITECTS

BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY
CRESCENT HILL BRANCH

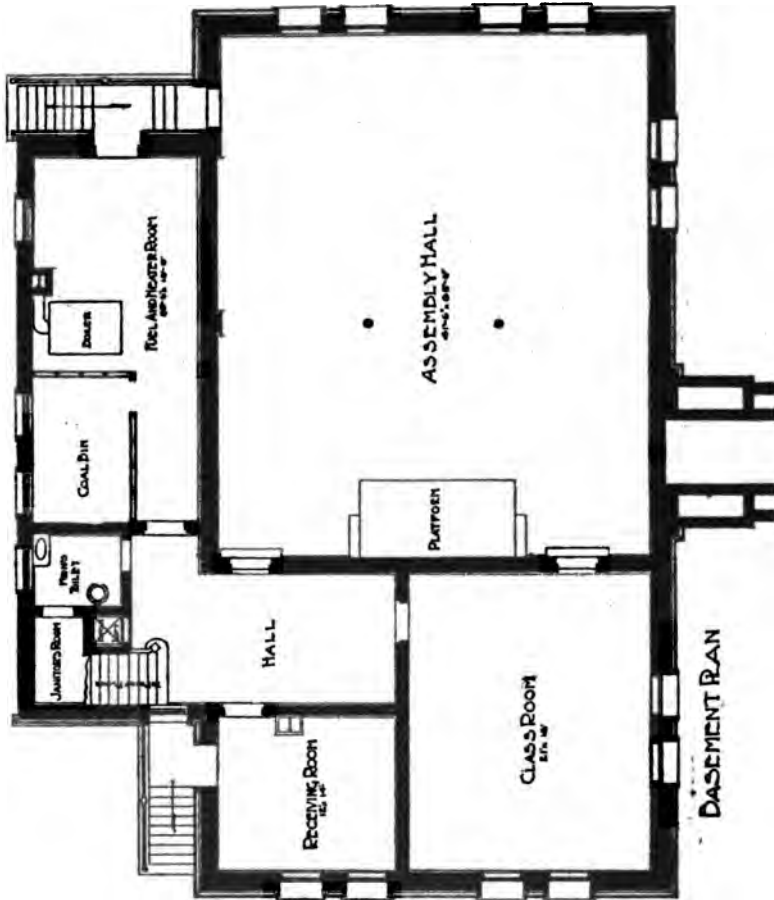
APPENDIX G—Continued



THOMAS AND BOHNE
ARCHITECTS

MAIN FLOOR
LOUISVILLE FREE PUBLIC LIBRARY
CRESCENT HILL BRANCH

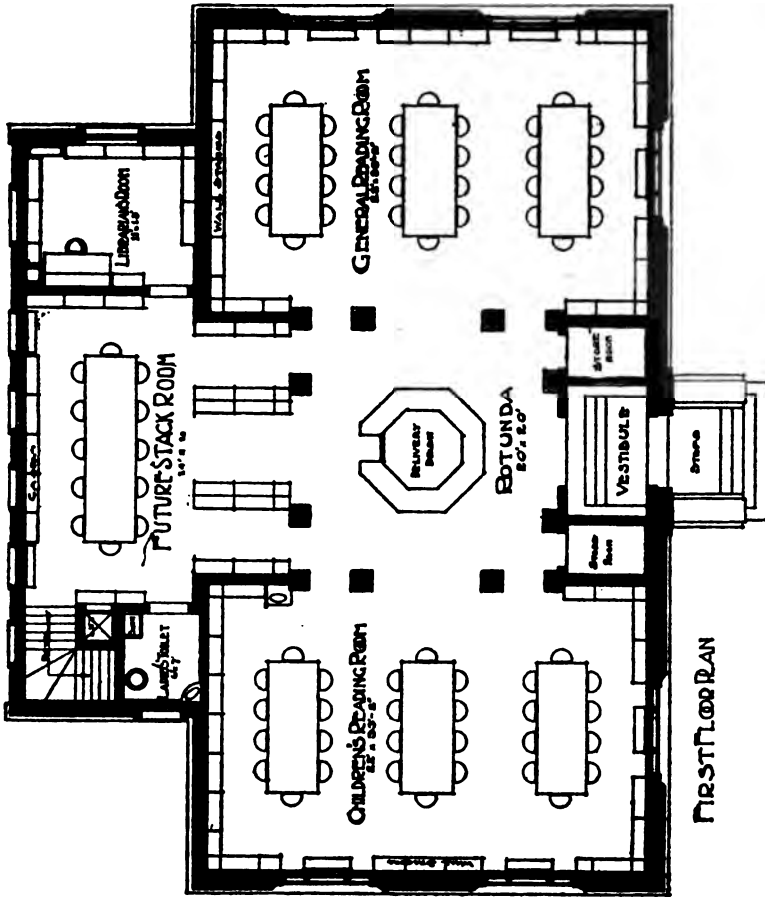
APPENDIX H



BRINTON B. DAVIS
ARCHITECT

BASEMENT
LOUISVILLE FREE PUBLIC LIBRARY
PARKLAND BRANCH

APPENDIX H—Continued



BRINTON B. DAVIS
ARCHITECT

MAIN FLOOR
LOUISVILLE FREE PUBLIC LIBRARY
PARKLAND BRANCH



11-7
S 745 9.2.20

Fourth Annual Report

OF THE



BOARD OF TRUSTEES

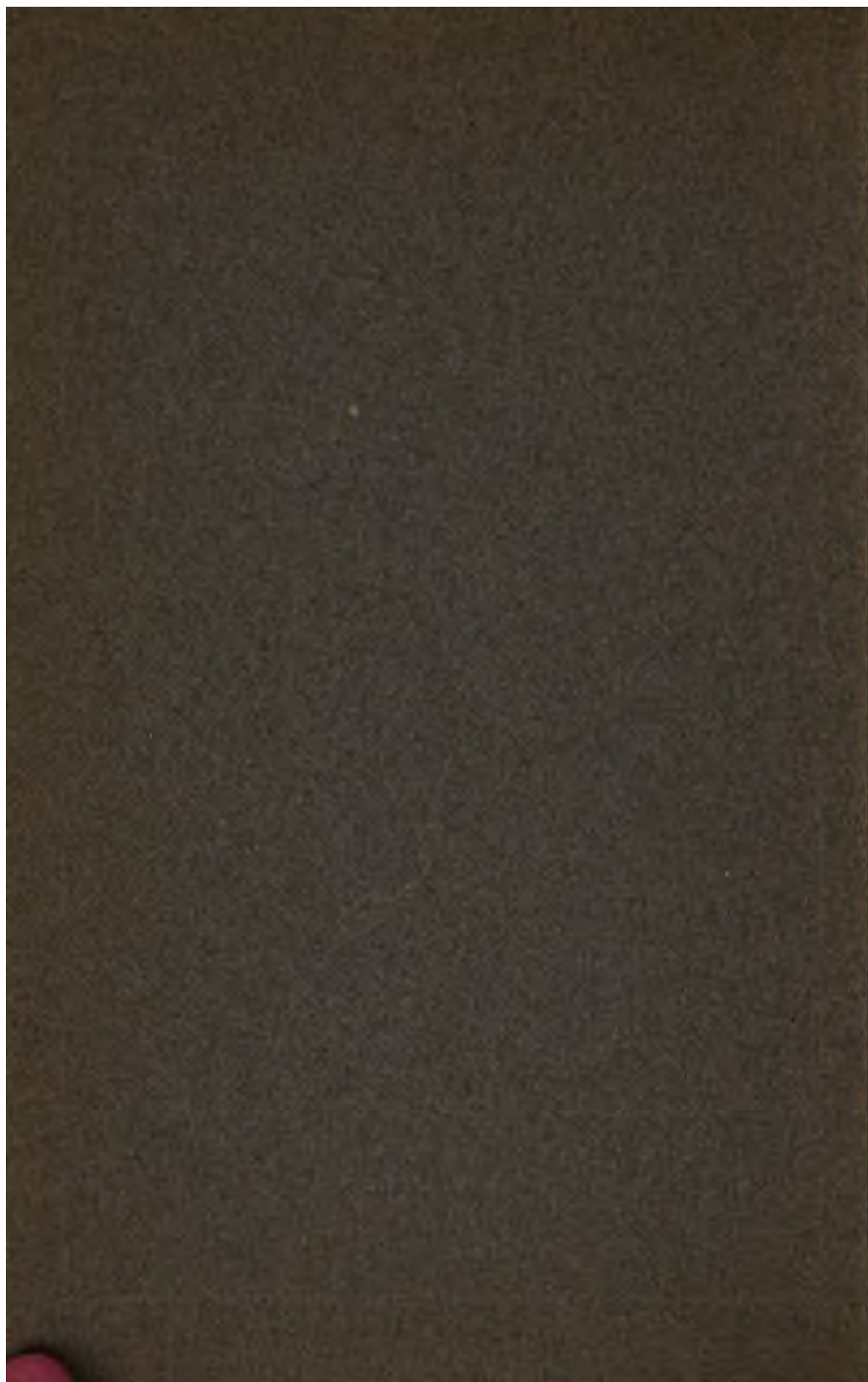
OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31
1908

Louisville Free Public Library
Louisville, Kentucky
1909







LOUISVILLE FREE PUBLIC LIBRARY
Main Building

Fourth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31
1908

Louisville Free Public Library
Louisville, Kentucky
1909



The Library

CONTENTS

	PAGE
Frontispiece, main building.....	
Trustees and officers	4
Libraries, location and hours	6
Library staff.....	7
President's report	9
Treasurer's report.....	12
Auditor's report.....	14
Cost of maintenance table.....	16
Librarian's report	17
Order department	25
Catalog department.....	29
Circulation department	33
Reference department	36
Children's department.....	41
Highland branch.....	48
Portland branch	50
Colored branch	51
Crescent Hill branch	55
Parkland branch.....	55
Germantown branch	55
Appendix :	
A Attendance statistics.....	56
B Circulation statistics	57
C Donors and gifts.....	64
D Periodicals and newspapers	69

ILLUSTRATIONS

	FACING PAGE
Main building, frontispiece	1
Delivery room	17
Open shelf room.....	33
Reference room.....	36
Children's room.....	41

LOUISVILLE FREE PUBLIC LIBRARY

Incorporated

Authorized by the General Assembly of the Commonwealth of Kentucky, act approved 21 March 1902; established by resolution of the General Council of the City of Louisville 12 April 1902; consolidated with the Louisville Public Library of the Polytechnic Society of Kentucky under act of the General Assembly approved 16 March 1902, contract signed 1 November 1904.

BOARD OF TRUSTEES

**Ex-Officio, Term Expires November
1909**

James F. Grinstead, *Mayor of Louisville*

**Term Expires April
1909**

***John Stites**

Albert S. Brandeis

Nathan M. Uri

**Term Expires April
1910**

Reuben Post Halleck

Arthur G. Langham

Owen Tyler

**Term Expires April
1911**

Edgar Y. Mullins

Edward L. Powell

Arthur M. Rutledge

**Term Expires April
1912**

Chas. R. Hemphill

Alfred Pirtle

Frank P. Straus

***Appointed 8 January 1908 to succeed Mr. Donald Macpherson, who died 2 January 1908.**

THE LIBRARIES

Location and Hours

MAIN LIBRARY

Fourth and York Streets

Opened in temporary quarters 5 May 1905

New building opened 24 July 1908

Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays

William F. Yust, *Librarian*

HIGHLAND BRANCH

1400 Cherokee Road

Opened in temporary quarters 7 January 1905

Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays

Miss Mary B. Pratt, *Branch Librarian*

PORTLAND BRANCH

537 North Twenty-sixth Street

Opened 18 December 1905

Hours: 2 to 9 p. m. daily including Sundays

Miss Jennie O. Cochran, *Branch Librarian*

COLORED BRANCH

1125 West Chestnut Street

Opened 23 September 1905

Hours: 2 to 9 p. m. daily including Sunday

Thos. F. Blue, *Branch Librarian*

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues

To be opened in new building September 1908

Hours: 2 to 9 p. m. daily including Sunday

Miss Helen Lanius, *Branch Librarian*

PARKLAND BRANCH

Twenty-eighth and Virginia Avenue

To be opened in new building October 1908

Hours: 2 to 9 p. m. daily including Sunday

Miss Jessie M. Taylor, *Branch Librarian*

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on legal holidays for the same hours as on Sundays except on New Year's Day, Fourth of July, Thanksgiving and Christmas.

LIBRARY STAFF

LibrarianWilliam F. Yust
Assistant Librarian.....Annie V. Pollard
Librarian's Secretary..... Anna F. Hubbuch

Janitors

C. B. Henry, *Head*
E. R. Kirby
James Allen
James Baker

Order Department

George T. Settle, *Head*

Jennie M. Flexner	Bertha Guntermann
Ella Heffernan	Minnie Lunn
Susan B. Shane	

Catalog Department

Harriet B. Gooch, *Head*
Margaret Norton, *Classifier*

Minnie W. Leatherman	Maude Tracy
Lorraine Norris	Florence Tucker
Mattie B. Ratcliffe	May W. Wigginton

a)

Harlan Pickard, *Page*

Circulation Department

Annie V. Pollard, *Head*

b) Esther Bakewell	William E. Morrow
Sadie C. Doyle	Jessie M. Taylor
Susan A. Fleming	M. A. Thomas
Helen Lanius	Matilda B. Tyler

Pages

Harold Stallard Roy Schmidt

- a) Position temporarily filled by Miss Taylor and Miss Fleming of the Circulation Department, each half time
b) Time divided between Circulation and Reference departments

LIBRARY STAFF—Continued

Reference Department

Marilla W. Freeman, *Head*

Caroline Q. Fullerton b) Mary Brown Humphrey

Walter Carrico, *Page*

Children's Department

Adeline B. Zachert, *Head*

Bernice Bell

Grace C. Tabb

Rudy Gunter, *Page*

Highland Branch

Branch Librarian..... Mary B. Pratt

Assistant Sallie Berryman

Janitor..... Clarence Schuck

Portland Branch

Branch Librarian..... Jennie O. Cochran

Assistant Kanna Davidson

Janitress.....Sadie Richardson

Colored Branch

Branch Librarian..... Thos. F. Blue

Assistant Rachel D. Harris

Janitor..... William Andrews

b) Time divided between Circulation and Reference departments

REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its fourth annual report for the year ending August 31, 1908.

In addition to increasing the attendance very largely and the circulation of books 14 per cent, this fiscal year was noted for the completion and occupation of the Highland Branch building and the main building. The opening of the latter was the consummation of many years of planning and labor and marked an epoch in the educational development of the city. This main building located on Library place between Third and Fourth streets will be the center of a system which is to reach every section of the city and bring books within the reach of every citizen. Three branch libraries have been in operation for several years and two more will be opened in new buildings within two months. The branch library for colored people will also be moved into a new building this fall. This will make one main and four branch buildings opened within nine months.

The Trustees also have been kept busy with 12 regular and 10 special meetings of the Board as well as 3 meetings of the Executive Committee, 21 of the Building Committee, 4 of the Finance Committee, 13 of the Furniture Committee and 16 of the Library Committee.

Mr. Donald Macpherson, Trustee since September 18, 1903, died January 2, 1908. At a special meeting of the Board the following resolutions were passed:

First, That this board has learned with profound sorrow that Donald Macpherson, so long connected and associated with library work in this his adopted city, has by death been laid aside and his labors for this cause forever terminated.

Second, That by his culture and literary attainments he was peculiarly adapted to advise, direct and help in the work of founding a free circulating library, and by his interest in the Louisville Public Library (known as the Polytechnic Society) and by his labors in its behalf for nearly a quarter of a century, he performed a laborious and important part in producing the conditions which enabled

the Louisville Free Public Library to enter at its very organization upon a splendid and successful mission in the educational work of this city.

Third, That we bear unqualified testimony to his constant and efficient labor in the work of this institution. His watchful supervision, his deep interest in the work here done, his wide knowledge of books, and his careful examination of every detail of library work rendered him of great value to the institution and gave him a just prominence in all that was devised or done for the successful maintenance of this library upon the splendid scale which now marks its administration, and we deeply regret the loss of his counsel and zeal, which was only limited by his time and ability.

Fourth, That a copy of this minute be sent to the family of Mr. Macpherson and furnished the daily papers for publication.

To this vacancy I as Mayor of the city in January appointed Mr. John Stites, who had previously been a Trustee from 1902 until he resigned in July 1907 to accept an appointment on the Board of Public Safety. He has however served as Treasurer of the Library Board from the beginning without interruption.

The term of three other members expired in March, Messrs. R. W. Brown and Bennett H. Young having served continuously for six years since the organization of the Board in 1902, and Dr. Chester Mayer since his appointment in November 1905 to succeed Dr. J. A. Ouchterlony. In their places I appointed Dr. Charles R. Hemphill and Messrs. Alfred Pirtle and Frank P. Straus. Although the personnel of the Board has thus been considerably changed, the affairs of the library are in excellent hands.

The Librarian's report herewith transmitted deals with the books and the methods employed for making them useful to the people; the statistics bear testimony to the efficiency and popularity of the methods adopted.

The reports of the Treasurer and of the Auditor give a complete account of the financial affairs of the library, showing all receipts and disbursements as well as assets and liabilities. It will be seen that the cost of maintaining the libraries for the year including insurance on buildings

and contents was \$68,447.91. Of this amount only \$48,064.52 came from this year's city tax levy of three cents.

The cost of maintenance as stated above does not include the large amounts shown in the Treasurer's report to have been expended for buildings and their furnishings and for interest on the mortgage loan. The building fund came from Mr. Andrew Carnegie and with it the five new buildings have been erected. In order to raise money for furnishing these buildings the Library Trustees increased to the fullest possible extent the mortgage on the old Public Library Building. The interest on this mortgage now consumes annually almost four-fifths of the income from the rent of the building. In the net income to the library from this source there is therefore a large decrease, whereas in the new buildings there is a decided increase in the cost of maintaining the libraries, of which there are now to be six instead of four. The special furnishing fund will be exhausted before the new buildings are fully equipped. Other items which can not be enumerated here will further increase the library's financial needs for the coming year. These will later be incorporated in the budget brought before the General Council by the Finance Committee of the library.

Your Honorable Body will therefore perceive the imperative need of a large appropriation for library purposes, if these libraries are to fulfill their mission in our midst and are not to be handicapped from the time the doors of the new buildings are thrown open to the public. It is unnecessary also to point out the fact that without additional funds no more new branch buildings can be equipped and operated.

These documents are transmitted in the belief that your Honorable Body will appreciate the excellent work that is being done by the library and will realize the importance of providing liberally for its support.

Respectfully submitted

James F. Grinstead

President of Board of Trustees

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1908

Hon. James F. Grinstead, Mayor of the City of Louisville
and President of the Board of Trustees of the Louis-
ville Free Public Library.

Dear Sir: As treasurer of the Louisville Free Public
Library I would respectfully report the following receipts
and disbursements for the year ending August 31, 1908:

Receipts

Balance cash on hand September 1, 1907.....		\$44,326 16
From the City of Louisville in tax levy accounts:		
Year 1902.....	\$ 37 73	
1903.....	295 92	
1904.....	522 57	
1905.....	593 26	
1906.....	987 42	
1907.....	4,561 96	
1908.....	41,065 66	
		<hr/>
		48,064 52
Rents		21,999 96
Fines collected.....		1,456 39
Miscellaneous		393 71
Interest on loans.....		4,898 88
Andrew Carnegie for main building.....		9,000 00
Andrew Carnegie for branches.....		40,000 00
Bills receivable collected.....		68,000 00
Bills payable borrowed from Third National Bank.....		6,000 00
Overdraft		671 74
		<hr/>
Total Receipts.....		\$244,811 36
Vouchers of last year canceled.....		774 44
		<hr/>
Total		\$245,585 80

Disbursements

Main library building.....	\$ 7,689 05
Highland Branch building.....	9,022 61
Parkland Branch building.....	14,025 00
Colored Branch building.....	11,952 15
Crescent Hill Branch building.....	17,574 15
Pflicher & Tachau, architects.....	1,312 75
Bills receivable.....	35,500 00
Bills payable.....	6,000 00
Special furnishings.....	59,422 45
Furniture and fixtures.....	1,443 97
Books and periodicals.....	16,977 81
Binding and rebinding.....	4,581 60
Salaries	29,206 67
Incidental expenses.....	6,336 37
Light, heat, power and water.....	5,942 92
Repairs and improvements.....	1,146 44
Insurance	2,812 13
Interest	14,639 73
Total	\$245,585 80

I file herewith as part of this report a copy of the report made by Turner & Spencer, examiners, and make it part hereof marked Exhibit "A," also a statement of all moneys received and disbursed from September 1, 1907 to August 31, 1908, marked Exhibit "B," and a statement of the condition and assets and liabilities of the Louisville Free Public Library as of September 1, 1908, marked Exhibit "C."

Very respectfully

John Stites
Treasurer

REPORT OF THE AUDITOR

Hon. James F. Grinstead, Mayor City of Louisville.

Dear Sir: In compliance with your instructions, our Mr. Turner has audited the books and accounts of the Louisville Free Public Library as kept by the treasurer as well as the books kept at the library under instructions of the librarian for fiscal year September 1, 1907 to August 31, 1908, and respectfully report the following:

Beginning with balance September 1, 1907 receipts have been traced from original sources. Taxes received from the city compare with the books of the City of Louisville.

The disbursements of cash are made by voucher form, each of which is signed by the president, the treasurer, librarian, head of Order Department and chairman of various standing committees as required by the by-laws. The vouchers for the year were duly examined in every detail, and we are pleased to report that all were found correct. The various deposits and balances with the bank were verified and found correct. The calculations of the interest credited by the bank were also verified.

Petty Cash. The assistant librarian is cashier. All collections of money, fines etc. are paid to this officer and all petty expenses are paid by the cashier. The receipts for these expenditures are turned over to the treasurer and a voucher check is drawn to the assistant librarian to reimburse the amount expended each month. These disbursements and receipts were checked so far as was practicable, and we are pleased to report same correct. We believe it would be advisable for the treasurer to advance \$50.00 to the assistant librarian as the receipts are hardly sufficient to meet the expenses.

The register of insurance and policies were checked and same agreed. Of course the amount of those noted as being in New York was accepted as correct. It is our belief that the library is fully protected as insurance is carried covering accidents caused by elevators, etc. The

rents of the Louisville Public Library building are covered in case of fire. The attached exhibits give detail of the cash received and disbursed and statement of expenses.....

Kindly note that we have charged as depreciation 25 per cent of the amount that has been invested in books by the Louisville Free Public Library from its commencement, which has been \$54,855.48, leaving a balance of \$41,141.61. This amount is arbitrarily taken to off-set the wear and tear and books discarded up to date. A certain per cent should be deducted annually, and we would suggest communication with libraries in other cities as to the amount they charge off. The same should also be done with furniture and buildings. We did not make any charge this year as everything is practically new, but this should be considered in the future.....

We desire to add that the books of accounts, etc. are in splendid order. The financial affairs are well handled and the condition is as shown by this report. The bills for August as well as the indebtedness for special furnishings and the buildings are not taken into consideration.

Thanking the treasurer and his bookkeeper, the librarian and his assistants and the bookkeeper for courtesies, and thanking you for the confidence, we remain

Very respectfully yours

Turner & Spencer

Public Accountants and Auditors

Louisville Free Public Library

Cost of Maintaining the Libraries, Main and Branches a

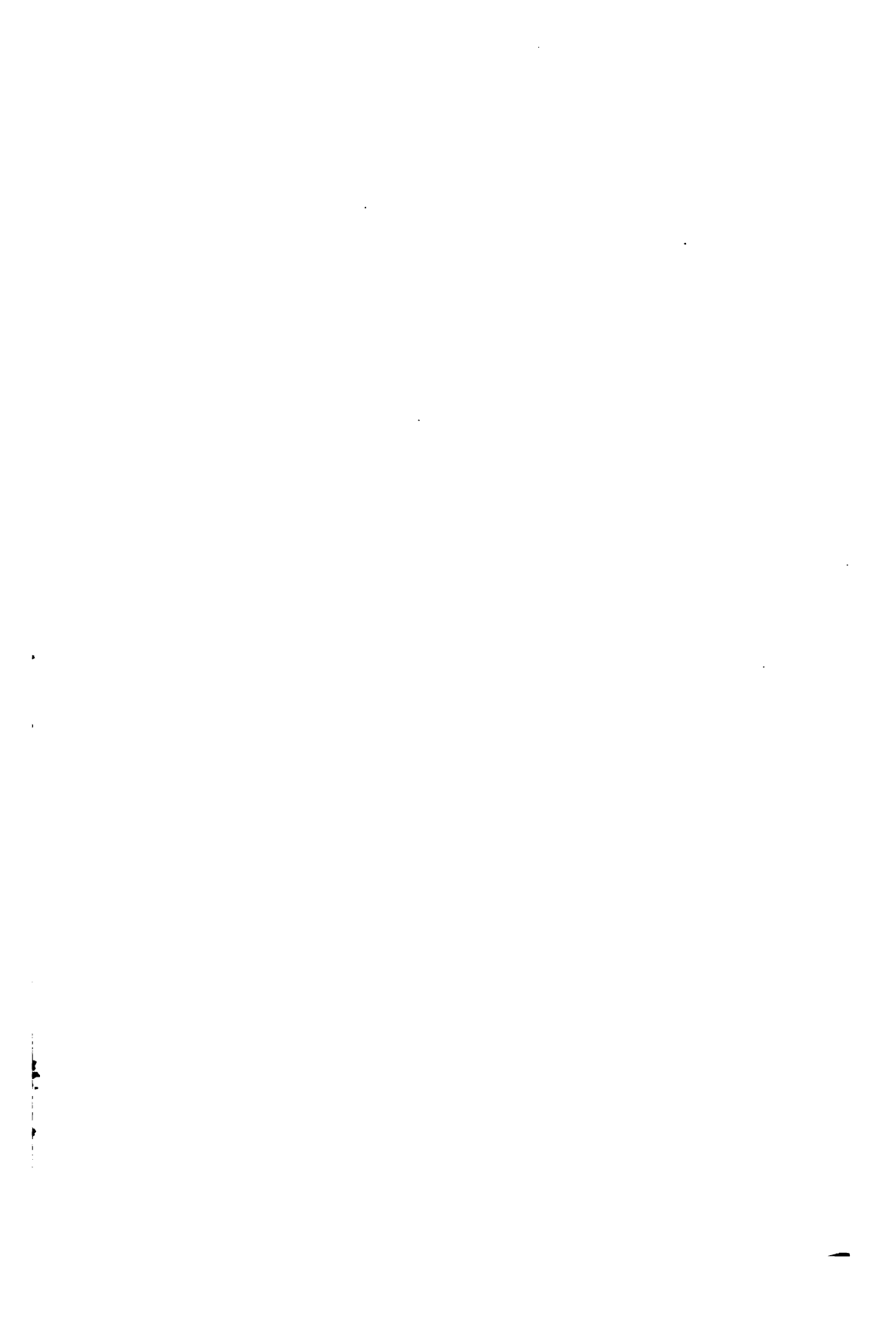
Year ending 31 August 1908

Account	Main b	Colored	Highland	Portland	Cr. Hill	Parkland	Total
Books c	\$12,657.74	\$1,467.33	\$1,633.25	\$1,659.59	\$2,057.24	\$2,074.26	\$21,559.41
Expense	4,696.26	587.73	311.19	552.57	188.62	6,336.37
Light, heat, power	5,584.68	92.61	246.13	19.50	5,942.92
Furniture, fixtures and cards	1,030.22	145.95	135.00	63.80	30.00	39.00	1,443.97
Repairs, improvements	1,107.34	.85	.75	37.50	1,146.44
Salaries	24,857.78	1,441.65	1,477.00	1,384.00	28.24	18.00	29,206.67
Insurance	2,096.24	216.29	135.00	9.60	210.00	145.00	2,812.13
Total	\$52,080.26	\$3,952.41	\$3,988.32	\$3,726.56	\$2,524.10	\$2,276.26	\$68,447.91

a) A large amount of work for the branches is done at Main, especially in the Order and Catalog departments.

b) Includes new building and Louisville Public Library.

c) The book account is subdivided on page 26.





DELIVERY ROOM
Main Library

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his fourth annual report for the year ending August 31, 1908.

Books have been circulated from the central library, three branches and 11 stations.

Cost of Maintenance. To operate the libraries this year cost: Main Library, \$52,030.26; Colored Branch \$3,952.41; Highland Branch \$3,938.32; Portland Branch \$3,726.56; Crescent Hill Branch \$2,524.10; Parkland Branch \$2,276.26; total \$68,447.91. An itemized table is given on page 16. The Crescent Hill and Parkland branches are not yet opened, but about 2,000 volumes for each have been purchased and made ready for circulation. The cost at Main includes much work done for the branches, such as the buying and cataloging of all books. Expenditures for building construction, special furnishing and interest are shown in the report of the treasurer.

Buildings. The year has been marked by the transfer of the Highland Branch and the main library from temporary quarters to new buildings and the completion of the Colored, Crescent Hill and Parkland branch buildings, which are now being furnished and prepared for opening in the next two months. After the Colored Branch library is moved into its new building the Portland branch will be the only one left in temporary quarters. Architects are at work on the plans for the building at Hancock and Oak streets, which will be the fifth branch building and the sixth branch library. A brief statement concerning each building will be found under the head of the respective libraries.

Moving and Opening. The old building was closed July 20 for moving, details of which are given on page 27 in the report of the Order Department. For several weeks readers were allowed to draw an additional number of books on condition that they be returned at the new building. This

arrangement provided for constant readers and gave them an opportunity to help move the library. As soon as the books were on the new shelves an inventory was taken and on the evening of July 24 the opening exercises were held.

Program

MusicOrchestra
 ChairmanMayor James F. Grinstead
 InvocationDr. Chas. R. Hemphill
 The new building.....Mr. Wm. F. Yust
 The function and value of the library...Dr. E. Y. Mullins
 Soprano Solo
 a) In a garden.....Chas. B. Hawley
 Spring's awakening..... Chas. B. Hawley
 b) Memory's seasons.....Mrs. Katharine Whipple Dobbs
 Miss Eva Katharine Korb
 Mrs. Katharine Whipple Dobbs, accompanist
 The library and its relation to business...Mr. A. T. Macdonald
 Bass Solo
 a) When Richelleu the red robe
 wore.....Harvey Murray
 b) Gipsy Jan.....Victor Herbert
 Mr. E. Percy Parsons
 Louisville libraries, past and present... Col. Bennett H. Young
 BenedictionDr. J. S. Lyons
 MusicOrchestra

On the morning of July 25 the following special exercises were held in the Children's Department:

Program

Chairman Mr. William F. Yust
 MusicIndustrial School Band
 InvocationDr. E. Y. Mullins
 Chorus Children of Neighborhood House
 a) The moon boat.....Jessie Gaynor
 b) The owl..... " "
 What the library is prepared to do for
 the children..... Miss Adeline B. Zachert
 ChorusChildren of Neighborhood House
 a) The cucumber boat.....Jessie Gaynor
 b) The cucumber doll..... " "
 What the library can do for the children
 of the public schools.....Prof. E. H. Mark
 If I was in his place: a story Dr. E. Y. Mullins
 MusicIndustrial School Band

After these exercises all rooms were thrown open for inspection until six o'clock. The attendance at each meeting was much greater than could be accommodated. On July 27 all departments of the library were in operation.

The floor plans of the building and a brief description of its general features were published in the annual reports of 1906 and 1907. In both the building proper and in its equipment utility has been the chief consideration. In the compact arrangement of some of the rooms it is unique. As a whole it is well adapted to supply the library needs of a great and growing city.

Staff. There are 37 members on the staff, the same number as last year, not including the treasurer's bookkeeper, four pages and four janitors at the main library and a janitor at each of three branches. They are divided into seven groups: General Administration 3, Order Department 5, Catalog Department 9, Circulation Department 9, Reference Department 3, Children's Department 3, and 2 in each of three branches.

The following changes have taken place: Anna F. Hubbuch in January succeeded Anna G. Francis, resigned as bookkeeper and librarian's secretary, the latter succeeding Stella Dembitz, resigned; in the Order Department Bertha Guntermann in October succeeded Amie B. Brunn, resigned; in December Ella Heffernan was transferred from half time each in Order and Catalog departments to full time in the Order Department; in July Susan B. Shane was transferred from General Administration to the Order Department in charge of the telephone exchange; in the Catalog Department Margaret Norton in February succeeded Rosalie Mumford, resigned, as classifier; in the Circulation Department Florence Barlow resigned September 1; to this vacancy Esther Bakewell was transferred from the Children's Department, where Bernice Bell was then appointed assistant; a page was appointed in the Catalog Department in November and in the Reference Department in April; Jessie M. Taylor was in April elected librarian of the Parkland Branch; in June Helen Lanisus was elected

librarian of the Crescent Hill Branch, each to begin when the respective branches are opened. In June Miss Lanius was temporarily transferred to the Circulation Department and her position in the Catalog Department filled by Miss Bakewell and Miss Fleming each for half time.

Leave of absence was granted to Miss M. W. Freeman, Head of the Reference Department, for the purpose of delivering a course of nine lectures on the organization and administration of small public libraries to the New York State Library School in June. Miss Harriet B. Gooch, Head of the Catalog Department, was invited to conduct the cataloging work at the summer library school of the Indiana Library Commission. The invitation could not be accepted because it called for too long an absence from duty at home.

Leave of absence for part of the coming year has been granted to Miss Jennie M. Flexner, of the Order Department, to attend the library school at Western Reserve University and to Miss Minnie W. Leatherman, of the Catalog Department, to attend the Pratt Institute library school.

In lieu of the lectures on library economy heretofore given by the library for the benefit of assistants who are ambitious for improvement, time was this year granted for attending a course of lectures at the University of Louisville on the drama. Eight members took the whole or a part of the course.

The librarian attended the sessions of the Department of Libraries of the Southern Educational Association in Lexington December 27-28 and read a paper on Library Extension in the South. The library was represented at the annual meeting of the American Library Association at Lake Minnetonka June 22-27 by the librarian and the reference librarian. At that meeting the association decided to hold its next annual conference in Louisville provided satisfactory arrangements can be made for rates.

Salaries. A salary scale for junior assistants has been adopted which provides for the appointment of assistants at \$30 per month with a regular yearly increase if their

services are satisfactory. Salaries for heads of departments and other special positions are fixed by special action of the board.

A new method begun in November saves time and insures greater promptness in paying monthly salaries. Hitherto each member on the staff received a separate voucher which had been signed by the librarian, the treasurer and the president. Now these officers sign only one voucher for the entire amount of the pay roll, which is attached; this amount is deposited in the bank to the credit of the assistant librarian, who draws individual checks against it in favor of each member on the pay roll.

Vacations and Absences. In April the decision of the previous year concerning vacations was reversed, so that now a vacation of one month instead of three weeks is given to heads of departments. Although taken on petition from those who will profit by it, there is little doubt that this action is good business policy and that ultimately it will prove equally profitable to the library. In case of sickness each assistant is allowed two weeks absence with pay in the course of a year. Where practicable staff members are permitted to make up time for longer absences, otherwise a deduction in salary is made. In the latter case the plan of the United States government is followed as prescribed in an act of Congress approved June 30, 1906.

Hours in Children's Room. These have hitherto been 2 to 6 from Monday to Friday and 10 to 6 on Saturday. In June 1908 it was decided to keep the Children's Department open every week day from 10 to 6 during the summer months until the opening of the schools.

Accounts. Heretofore all account books except the voucher book and the petty cash account have been kept by the treasurer's bookkeeper at his office. It was decided that for ready reference a full set of such books should be kept at the library building. An expert accountant was employed to open this set of books, which consists of a journal, a ledger, a cash book and a voucher book; also a monthly trial balance and a statement showing the expendi-

tures under various heads in three columns, one for the last month, one for previous months and one for the year to date. The expenditures are classified and subdivided to show the cost of maintenance for each library.

The set of account books originally opened by the treasurer is still continued at his office. At the library the book-keeper serves also as secretary to the librarian.

Lecture Rooms. An assembly room has been provided in each of the new buildings. Petitions for the use of these rooms at once began to arrive, which caused the Trustees to announce the following policy: 1) The library shall encourage the use of its lecture rooms for any public gathering which aims at education and culture or general civic improvement; 2) all such meetings shall be free, non-partisan and non-sectarian; 3) the general supervision of these rooms shall be vested in the Library Committee. The intention is to arrange for a course of popular lectures and entertainments at each of these places.

Publicity. Much credit is due the newspapers for keeping the people informed of the rapid succession of events in the development of the library system. The monthly meetings of the board are reported with considerable fullness. A weekly list of books added to the library is sent to the daily papers, each of which prints them with more or less regularity; also reading lists on special subjects. Valuable suggestions have also been received from the critics on questions of policy. The library scrap-book has been enriched by a total of 325 clippings from the papers during the year. A few of the more important ones are listed below.

In the *Courier-Journal*: Sep. 21—Parkland library corner-stone laying; Oct. 5—Healthy growth shown in free public library idea, annual report; Mar. 5—In Colored Library, work heavy; Ap. 9—Report of monthly meeting; May 24—Artistic lunettes for the new library (illus); July 4—For moving day, preparations; July 25—Books to read for everybody; realization of a movement nearly a century old; July 26—Preparations for children; new library espe-

cially well equipped for them; Aug. 11—In its new home, Louisville's Free Public Library.

In the Herald: Oct. 5—Public library report full of great progress; Mar. 23—Louisville enters year of libraries; June 29—Louisville lands national convention of libraries; July 4—Moving day at hand for public library; July 16—Busy scene marks removal of library to new quarters; July 25—Key of oratory opens the doors of new library (illus); July 27—The children and the library.

In the Post: Nov. 15 and 19—The mayor and the library board, technical training; Jan. 4—City's magnificent library will be finished April 1 (illus); Feb. 1—Highland branch library will move into beautiful new home; July 3—Moving day at public library; July 25—Inspecting the new library.

In the Times: Sep. 27—Portland people are readers; Jan. 4—Public libraries in the South (Paper read by Librarian W. F. Yust at meeting of Southern Educational Association, Lexington, Ky., December 28); Mar. 5—South Louisville Progressive Club seeks new branch library; July 25—Brilliant inaugural; Louisville Free Public Library opened; Aug. 1—Growing popularity of library in new quarters.

Publications and Printing. The regular printed forms of the library now number 59. In addition to keeping up the supply of these the library has printed the following this year, which does not include numerous book lists mimeographed for distribution.

Third annual report of the Board of Trustees of the Louisville Free Public Library for the year ending August 31, 1907. 88p. O plates, plans. (500 copies)

Some books and pamphlets on tuberculosis in the Louisville Free Public Library. 1 p. D (12,000 copies)

Distributed at the exhibit of the Kentucky Anti-Tuberculosis Association January 11-24, 1908.

Some detective stories in the Louisville Free Public Library April, 1908. 4 p. D (10,000 copies)

List of books on Sunday School Work in the Louisville Free Public Library. 8 p. D (8,000 copies)

Printed for distribution at the Twelfth International Sunday School convention held in Louisville June 18-23, 1908.

Bulletin of the Louisville Free Public Library. April-May 1908. V. 1, nos. 1-2 26 p. D

Contains list of books recently added, arranged by classes. No. 1 10,000 copies, no. 2 5,000 copies. To be issued periodically.

Program of exercises at opening of the Louisville Free Public Library. July 24 and 25, 1908. 4 p. D (2,000 copies)

Art Room. In June a number of artists and representative citizens interested in art petitioned the trustees for the use of a room in the new building where occasional art exhibitions might be given. Gifts and loans of various paintings were promised in furtherance of the project. In response there was temporarily set aside for this purpose the room at the east end of the second floor, which was designed for art books. The library's collection of such books will be meanwhile kept in the stack room in order that encouragement may be given to this enterprise, which it is hoped will lead to the establishment of a permanent museum and art gallery for the city of Louisville. If those who are interested in such a movement should organize and incorporate, there is little doubt that they would speedily become the recipients of many valuable works of art now privately owned. Indeed it is probable that in this way only will it be possible to make the bulk of the museum material in the library of much educational value to the public.

Chess Club. This club has been given permission to occupy a corner of a room in the basement until that space is required for other purposes. The privileges of the club having been confined to its members, it was stipulated as a condition of the permit that the room and all its equipment are to be free to the public.

ORDER DEPARTMENT

The Order Department now has permanent quarters at the rear of the stack adjoining the executive offices at one end and the catalog room on the other. This keeps it in immediate touch with the departments with which it is logically the most closely connected. It has the choicest place in the building. It is connected by a stairway and electric elevator with the room for receipts and shipments directly below. The fact that messengers with small deliveries to reach it must pass through the stacks is a minor disadvantage. Although the floor space 14 by 50 is none too large, it has been easy to expand by using shelf space in the stacks. The stock room has had to be used in large part for general purposes of the department. The cupboards installed for supplies now contain only those for immediate use, a large part of them being kept in the room below.

In addition to its usual work the department carried out creditably the plans for moving the library. There has been added to it the half time of one assistant transferred from the Catalog Department and the telephone exchange has been placed in its charge.

Report of Order Department

To the Librarian:

During the year there were ordered 14,399 volumes, 1,127 pamphlets, 36 separate numbers of magazines, 545 subscriptions for periodicals and newspapers and all library supplies. There were delivered to the contractors 660 volumes for binding and 8,263 volumes for rebinding. There were 6,745 volumes mended and 15,519 perforated; labels, date slips and pockets were inserted in 11,292 volumes; much additional mechanical work was done such as cutting leaves, stamping pictures, plates and maps and putting covers on magazines and pamphlets.

Books. Expenditures on the book account for the last two years were as follows:

	VOLUMES		SUBSCRIPTIONS		BINDING		REBINDING	
	No.	Cost	No.	Cost	Vols.	Cost	Vols.	Cost
1907...	7,544	\$7,148.23	443	\$1,210.98	784	\$720.98	7,384	\$2,978.75
Ave'ge94		2.73		.91		.40
1908...	14,207	15,543.38	543	1,407.55	852	722.10	9,046	3,857.46
Ave'ge		1.09		2.59		.84		.42

The distribution among the libraries is given below. The increase in the average cost of books per volume is chiefly due to the equipment of two new branches which required the purchase of more than the annual proportion of costly reference books. Under the head of rebinding the average is higher on account of a large number of old newspapers which were rebound.

Pamphlets and pictures this year cost \$28.92. Including gifts the receipts for this year are 14,716 volumes, 4,326 pamphlets, 721 periodicals and 1,469 unbound numbers of magazines or an increase over last year of 5,071 volumes, 350 pamphlets, 113 periodicals and 1,316 magazines.

The table below gives the distribution of this year's book expenditures among the various libraries. Totals are given above.

	Main	Colored	Highland	Portland	Cr. Hill	Parkland
Vols. bought ..	6,204	1,562	1,330	1,282	1,851	1,923
Cost	\$7,861.49	\$1,172.64	\$1,241.34	\$1,135.81	\$2,062.74	\$2,069.36
Subscriptions Cost	\$1,075.66	\$107.19	\$101.21	\$128.49
Vols. bound ...	723	36	34	49	5	5
Cost	\$608.00	\$31.40	\$30.10	\$43.60	\$4.50	\$4.50
Vols. rebound .	7,112	395	650	888	1
Cost	\$3,083.67	156.10	\$260.60	\$356.69	\$0.40

Other expenditures were: Expense account \$6,336.37; light, heat, power and water \$5,942.92; furniture and fixtures and catalog cards \$1,443.97; repairs and improvements \$1,146.44; salaries \$29,206.67; insurance \$2,812.13; interest \$14,423.60; special furnishings \$59,442.45; building construction including architects' fees \$61,575.71. All of these accounts except the last three are itemized on page 16. The last one is itemized on page 13.

Accessions. The following from the accession records shows the number of volumes in the library September 1, 1907, the number added and the number withdrawn during the year and the total to date:

	Main	Col.	High.	Port.	Cr. Hill	Park.	Total
Volumes 1907.....	80,115	4,268	4,574	3,528	56	13	92,554
Added	7,453	1,562	1,380	1,282	1,851	1,928	15,456
Discarded.....	2,215	192	73	181	2,611
Volumes 1908.....	85,353	5,638	5,881	4,679	1,907	1,941	105,399

Gifts to the extent of 509 volumes, 4,281 pamphlets, 178 periodicals and 1,400 numbers of unbound magazines together with miscellaneous gifts are listed in appendixes C and D. Special attention is called to those of the Baldwin Co., Mr. I. W. Bernheim, University of Chicago, Mrs. Margaret Deane Cornwell, Mrs. Andrew Cowan, Mrs. Wm. G. Fullerton, Mrs. J. L. Leonard, Dr. Waller Overton Green; the Louisville papers, Anzeiger, Courier-Journal, Record, Evening Post, Herald, Times and Eight Hour Printer; Mrs. Frank Walker Maury, Hon. H. S. McNutt, Mrs. Maurice Sachs, Mr. Frank B. Stouffer, Mr. J. Ross Todd and the United States Government.

Moving. The Highland Branch and the main library were moved under the general supervision of the head of this department. The main library with all its books and pamphlets, furniture, fixtures and supplies, as well as museum articles with cabinets and glass cases was a large undertaking, but it had been well planned and with the

hearty cooperation of every member of the staff was performed without a hitch. For the books 360 boxes of the same length as the shelves were made. Into these the books were placed just as they stood on the shelves and were emptied onto the new shelves in the same order, the boxes being labeled according to the classification of the books and their location in the new building. The work at each end of the line was under the direct supervision of library assistants. Although all articles had to be moved from the fifth floor of the old building by means of a single elevator and placed on four different floors in the new building, the task was completed in four days at the following cost not including the salaries of the staff for the time:

Cost of boxes, enlarging elevator doors, repairing elevator and motor, insuring against accident, erecting platform and cleaning old and new buildings \$410.68; cost of manual labor, wagons, hauling etc. \$592.00; total \$1,002.68.

The rebinding of the old volumes of the *Courier-Journal* is completed. This very valuable set had received hard usage because of the bulkiness of the volumes, which have been reduced in thickness and made easier to handle.

The increase in the work of the department is shown by the purchase of 6,663 volumes more than last year, the binding and rebinding of 1,730 more volumes and the performing of necessary mechanical work on 8,413 more volumes, all of which was accomplished by the efficient help of the regular staff with the addition of one assistant for half time to December and full time since then.

While Miss Jennie M. Flexner is on leave of absence attending a library school Miss Ann R. Hoeffle is substituting in her place.

Lists of periodicals in appendix D, donors and gifts in appendix C, a summary of expenditures on page 16 and itemized tables under each account are submitted as part of this report.

George T. Settle
Head of Order Department

CATALOG DEPARTMENT

This division is now located on the east side of the stack room. On one side are large windows, with shelving between and under them; on the other side there is no partition between it and the stack room, which arrangement practically adds the three foot aisle of the stack to the cataloging space, so that it is 18 instead of 15 feet wide and 60 feet long. This makes the room well lighted and ventilated and accessible at any point of its entire length. At one end it touches the Order Department and at the other the Circulation Department and the public catalog. Its location is therefore very near the ideal.

The department this year passed through a trying ordeal occasioned by the filling of the position of classifier. A page is now employed for certain mechanical work previously done by an assistant whose time was divided between this and the Order Department. Gratifying features are the completion of filing the Library of Congress deposit catalog cards and the progress made on the Polytechnic collection.

Report of the Catalog Department

To the Librarian:

The number of volumes cataloged this year is 21,270, making a total to date of 77,637. Of this number 2,315 have been discarded, leaving a total of 75,322 cataloged volumes in the main library and branches.

During the year 45,152 new catalog cards were filed of which 19,283 went to branches. Total number of catalog cards filed is 153,678. In the official catalog 12,454 new cards were filed making a total of 46,989. When placed in the main library each title has an official catalog card, and an extra official card is added for every branch in which the book is placed. The shelf-list at the main is a union one with entries for the main and all branches on one card

but each branch has a shelf-list of the books contained in that branch. The official cards and shelf-list cards therefore number about the same, 46,989.

In a record for ten months 15,223 book cards and book pockets were written besides over 5,000 books for which either book card or pocket was written. This does not include much work done by apprentices of which no record was kept. In ten months call numbers were written on the backs of 12,642 books. In July and August a great deal of this mechanical work was done which is not included in these figures.

Below are tabulated the volumes cataloged and the cards filed during the past year, and the totals to date for the various libraries.

Main	Volumes cataloged		Catalog cards filed	
	1907-08	Total to date	1907-08	Total to date
For Adults	11,669	49,821	19,701	95,239
For Children	1,906	8,533	1,665	9,826
Total for Main	13,575	58,354	21,366	105,065

The following table includes the cataloging of books for the Crescent Hill and Parkland branches although these branches are not yet in operation.

Branches	Volumes cataloged			Catalog cards filed	
	1907-08	Total to date	Total to date for children	1907-08	Total to date
Colored Branch...	1,530	5,546	2,549	2,316	10,795
Cr. Hill Branch..	1,747	1,747	684	4,723	4,723
Highland Branch.	1,411	5,590	2,028	9,290	15,319
Parkland Branch.	1,730	1,730	700	4,343	4,343
Portland Branch..	1,227	4,630	1,542	3,114	13,433
Total for Branches	7,695	19,233	7,503	23,786	48,613
Total for Main...	13,575	58,354	8,533	21,366	105,065
Grand Total.....	21,270	77,637	16,036	45,152	153,678

Branch Library Catalogs. New books are sent to the branches every two weeks but exceptions are made for rush books. Of the 4,168 books added this year to the branches not one has been misplaced in shipping. The head of the department spent half a day each month, excepting in July and August at each branch making the necessary subject heading references and additions to the catalog for the month. In a few instances an assistant was sent for an extra half day to finish the work. The time saved by the omission of the accession number on the catalog card is quite noticeable in the branch cataloging.

Polytechnic Library. From the records there should be about 23,000 volumes of this library still to be cataloged, but there are probably not this many uncataloged books actually on the shelves. Those remaining are oversized books, bound newspapers, reports of societies, etc., and books in foreign languages, especially French and Italian, many of which were published in the eighteenth century.

Pamphlet Cataloging. Besides the regular catalog of books there is a classed catalog of pamphlets. In this cata-

log the cards for the pamphlets are arranged by the decimal classification numbers according to the subject of the pamphlets. The number on the card indicates an envelope in which the pamphlet sought and all pamphlets on the same subject may be found. Pamphlets are classified and listed as soon as received as usually their value is in their timeliness. The total number of pamphlets listed is 1,531, of which probably one half have been added during the past year.

A list is kept to date of all government pamphlets which are not accessioned or which will appear later in bound form. The list is by government departments, so that it may be used with the government indexes.

Bulletins. A list is published in the newspapers on Friday of the books added to the library during the previous week. There have been 35 of these lists this year. In April the first number of the library bulletin appeared as a pamphlet of sixteen pages and the second number was printed in May. The bulletin will be issued at intervals of a month or more and will contain a list of the additions to the library classified as the books are classified on the shelves. It will also contain lists of books in the library on subjects of special interest. At the end of the twelve months an index will form a brief cumulation of all the additions of the year.

Library of Congress Cards. The filing of the original shipment of the deposit catalog cards is now done. Although the catalog is of inestimable value, we feel that in part it has been earned by the great amount of alphabeting and filing which was necessary. With the 117,000 cards filed this year the catalog probably consists of some 350,000 cards. After this it will require only the filing of the 40,000 or 50,000 current cards as the cards now come alphabeted.

The library purchased this year for its use 36,103 Library of Congress cards.

The department was unfortunate in not being able to





OPEN SHELF ROOM
Main Library

secure a classifier for some three months after the resignation of Miss Mumford. Since February 1 Miss Margaret Norton has filled the position with tact and ability. Six months of the year there has been one less assistant than last year. During a week in July the time of the whole department was given to aid in moving the closed shelf books and to take the invoice.

In its old location this department labored under many disadvantages, to which the light and airy quarters of the new building present a very pleasing contrast. With personal discomfiture removed, we can now apply ourselves to cataloging unreservedly and with much more satisfactory results.

Harriet B. Gooch
Head of Catalog Department

CIRCULATION DEPARTMENT

At the very entrance to the library is the delivery room, the only show place in the building, and yet its plans for usefulness are at once evidenced by the location of the delivery desk, which is near the entrance in front and near the book stacks in the rear. Just off one end of the room is the public catalog and off the other are the headquarters for the Circulation Department.

Books from the stacks are delivered to readers at this desk. Here is also kept the union registration file and the record of all books drawn from the stack and open shelf rooms. All books drawn from these rooms are returned and discharged here and then distributed to the proper shelves.

The open shelf feature which proved so popular at the old building has been most fully recognized by devoting to it the entire west wing first floor 98 by 38 feet. Here there is shelf capacity for 20,000 volumes, abundant seating room and tables for the comfort of readers who may browse at will among the books, sit down and sample any they choose and exercise the fullest freedom of time and taste

in selecting books for their private reading. Entrance and exit are through turnstiles alongside the charging desk at the door, which simplifies the problem of supervision.

The spreading out of the books over a wider surface on the five stack floors and the more distant location of the open shelf room from the main delivery desk requires more walking on the part of assistants to cover the ground notwithstanding the electric elevator, book hoist and other devices for facilitating the speedy delivery of books.

Report of the Circulation Department

To the Librarian:

The year shows a marked increase in attendance, registration and circulation.

Attendance. Below are comparative statistics of attendance for two years. The July and August record at Main for week days is estimated, no exact record having been kept at the new building, which opened for circulation July 27 after being closed one week for moving and other preparations. The main library was therefore open 300 days for circulation and 54 for reading and reference, the branches 306 for circulation and 55 for reading and reference. The record of the 1907 Sunday attendance has been corrected.

Year	Main	Highland	Portland	Colored	Total
1907-8	463,670	62,698	74,318	43,714	649,400
1906-7	415,948	51,257	56,123	43,548	566,876
Increase	47,722	11,441	18,195	5,166	82,524
Sunday '08	9,817	2,267	4,559	1,874	18,514
Sunday '07	7,973	1,635	3,890	1,443	14,881
Increase	1,844	632	729	431	3,686

Registration. Additions during the year Main 4,698, Highland 652, Portland 739, Colored 1,022, total 7,111, canceled on account of death 64, withdrawals from city 121,

leaving net gain for the year 6,926. The total number of borrowers registered since the opening of the library in 1905 is 35,147, canceled and withdrawn 785, leaving a total live registration to date of 34,362.

Circulation. Comparative statistics for the last two years are given.

Year	Main	High.	Port.	Col'd	Stations	Total
1907-8.....	263,879	46,739	59,918	23,236	50,632	444,404
1906-7.....	251,006	38,764	47,777	23,080	27,541	388,168
Increase	12,873	7,975	12,141	156	23,091	56,236
Ave. daily '08..	879	154	195	76
Ave. daily '07..	820	126	156	75

From the stations 12,674 volumes were circulated among the colored people, making the total colored circulation this year 35,910 as against 30,259 last year, a mistake of 160 having been made in last year's report.

There has been an increase in the use of German books, 1,745 this year against 1,456 last. Books in other languages chiefly French numbered 519 this year against 749 last year. Total books in foreign languages is 2,264 against 2,205 last year.

During the three summer months only 160 volumes were taken out under the special summer privilege, 25 fiction and 135 non-fiction.

The circulation by classes and percentage of each class will be found in Appendix B. The table below shows the percentage of fiction circulated each year since the opening of the library.

Year	Main	High.	Port.	Col'd
1905-6.....	80	78	65	55
1906-7.....	76	72	58	43
1907-8.....	73	69	61	46

Open Shelves. This department of the library bids fair to be more popular now than ever before, since tables, comfortable chairs and good lights have been provided. It is not only a fine place to select books but also a comfortable and attractive reading room. It is constantly occupied by large numbers of readers. During the year just closed 189,598 volumes, or 90 per cent of the adult circulation at Main, were taken from the open shelves for home use. One attendant and two pages are constantly on duty in this department.

Reserves and Fines. There were 14,097 reserve postals mailed to borrowers during the year. The amounts received from fines were Main \$1,081.32, Highland \$154.78, Portland \$57.13, Colored \$75.31, total \$1,368.54.

Overdue notices sent from Main numbered 6,611, Highland 536, Portland 259, Colored 721, total 8,127.

The assistants in the department have readily adapted themselves to conditions at the new building and are doing efficient and satisfactory work.

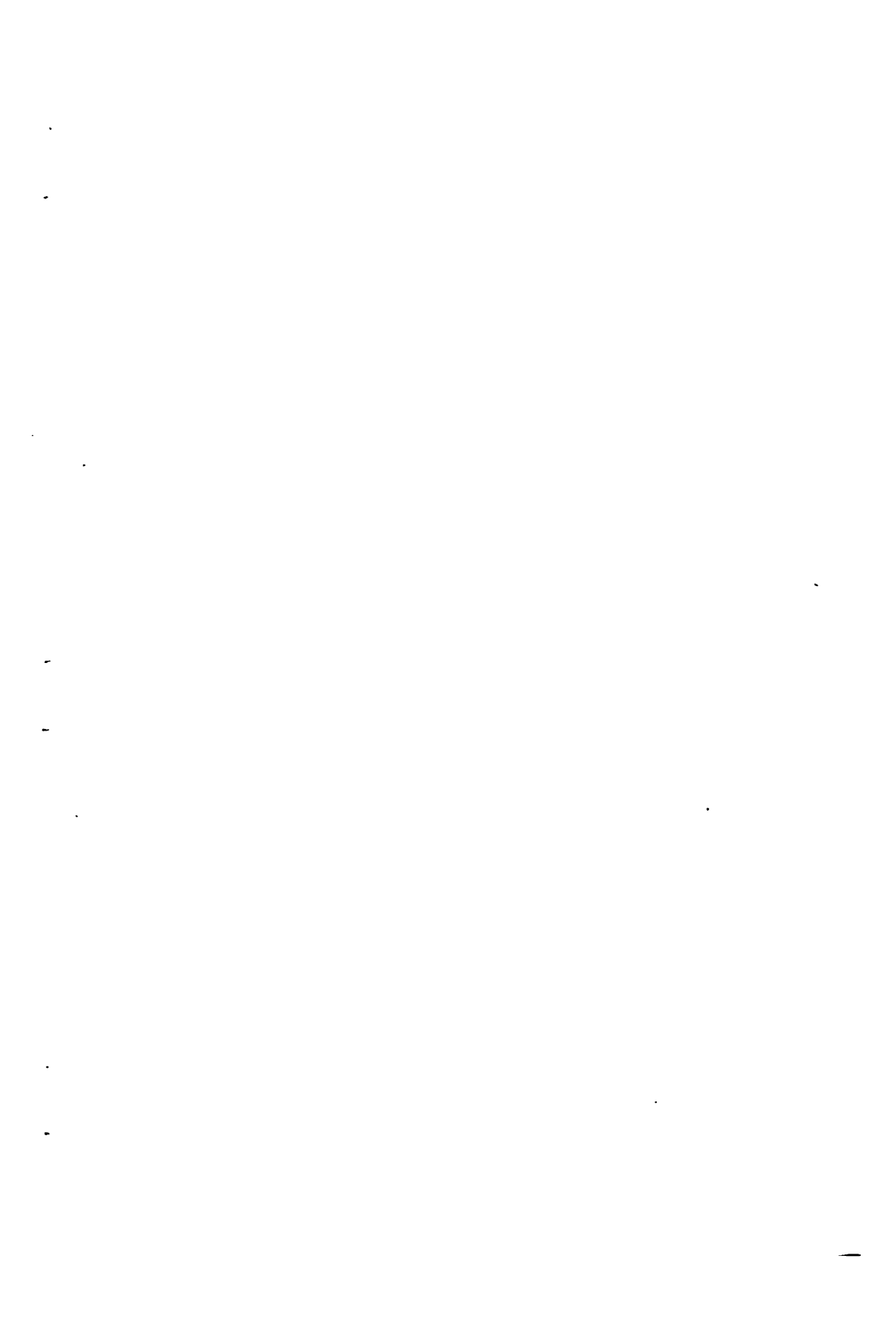
A. V. Pollard

Head of Circulation Department

REFERENCE DEPARTMENT

This department occupies the magnificent room 98 by 38 feet in the east wing of the first floor. The furnishings are in keeping with its dimensions. The floor is covered with the best grade of cork carpet. There are two rows of large, dignified tables surrounded by generous aisles and comfortable chairs. Shelving and periodical racks extend entirely around the room. Above them the walls tinted in quiet green are hung with the library's most beautiful and valuable paintings refinished at great cost. The general effect of the room is one of stately simplicity and the quiet atmosphere is conducive to study and research.

This department's sphere of activity covers almost the





READING AND REFERENCE ROOM
Main Library

entire library including the newspaper reading room now located in the basement and the stack room of five stories. The effect of this extended floorage is therefore felt here especially even with the services of a page, which had been added before the occupation of the new building. Naturally the demands on this part of the library have increased, which is gratifying in view of the special efforts that have been made to demonstrate its practical value not only to the professional classes but also to business men.

Report of the Reference Department

To the Librarian:

The number of visitors to the reading and reference room for the year has been 85,466, an increase of 9,739 over the previous year. The increase in the use of reference books has been even greater. A record of the more important questions asked shows 15,130 topics looked up by the assistants. These figures do not include the large use of the department by those readers and students who do not require assistance.

Since the opening of the new building there has been a still more noticeable growth in the reference use of the library. During August, the first full month spent in the new quarters, twice as many topics were looked up as in the same month of the preceding year. The evening use of the reading room has been notable both in number and character of readers. A majority of the old patrons of the reading room have followed the library to the new building and many new ones have come.

New Reading and Reference Room. The dignity and beauty of the new room seem to make quietness of voice and movement instinctive even with the youngest readers. This happy effect has helped greatly in the task, always difficult where reference room and periodical reading room are combined in one, of securing a quiet atmosphere for those who are doing serious work. The room has been so

planned, with the periodical cases built across the east end, that most of the casual readers are naturally segregated there, leaving the west end for those who are doing reference work. The reference books proper are shelved around the west end, conveniently near the desk. The sets of bound magazines, indexed in Poole and the Readers' Guide, are shelved along the south wall and middle section of the north wall, and the collection of standard authors along the farther end of the north wall.

The simple device of widening to 14 inches the sloping shelf under the two windows nearest the doors, has made an excellent place for consulting English dictionaries on one side and foreign dictionaries on the other. The shelf back of the reference desk on which Poole and other indexes are kept has also been widened to 17½ inches, for convenience in the consultation of these much used volumes.

The new periodical cases with their attractive vertical arrangement showing the covers and titles of the current magazines, and the convenient cupboards below with sliding shelves for unbound back numbers, are much appreciated by readers, as are the comfortable leather upholstered chairs which stand near them. The atlas case is accessibly placed at the east end of the room. There is need of a standard globe, a map case and a second vertical file.

Demands upon the Department. The sources from which the constantly increasing requests for information come are much the same as those outlined and classified in last year's report; schools, clubs, professional men, mechanics and engineers, business houses, special students and writers, genealogical students, and the general public. The special features of the year's demand have been a growing interest in the library on the part of men, who have come to it for information on every sort of practical question, from the method of organizing a stock company to the latest improvements in vacuum pans or filter plates; and the regular use of the reference library as a working laboratory by the students of the new University of Louisville. The professors of literature and history in particular have thor-

oughly gone over the resources of the library, have turned in definite requests and valuable suggestions for additional material, and have sent their students to the library in large numbers. Several shelves are given up to material set aside for the use of the university classes, and lists have been prepared for them on assigned topics in English and Classical literature, Greek and Roman, Mediaeval and English history, and in psychology. This work has also been done with the high schools, as heretofore.

The department is called upon by inquirers throughout Kentucky and the South. Reading lists, outlines of club programs, letters of information, suggestions as to material on given subjects, and often the material itself, are sent out weekly to libraries, clubs and individuals not only in the state but out of it. As in previous years the Library of Congress has been generous in giving data and lending books where our resources have failed.

Reading Lists and Bibliographies. During the year 169 reading lists and bibliographies have been compiled for clubs, schools, individuals or for general publicity use by the library. Among the more important are the following: List of books, government publications and magazine articles on pure food, printed and distributed by the Kentucky State Federation of Women's Clubs; list on tuberculosis, of which 12,000 copies were printed and distributed at the Tuberculosis Exhibition, held January 11 to 24, under the auspices of the Kentucky Anti-Tuberculosis Association; list of detective stories in the library, of which 10,000 copies were printed for distribution; list on missions, subdivided under countries, for the Interdenominational Missionary Union of Louisville; list of the most important Kentucky authors and their works for the Library of Southern Literature, now being compiled at the University of Virginia; lists on Restriction of immigration, History of literary criticism, Forestry, Labor problems, Physical supervision of school children, Reading for high school pupils; Rural school improvement; Southern literary centers.

Many of the lists mentioned have appeared in the local

newspapers. The library scrap-book kept by this department shows a total of 325 clippings for the year including not only book-lists but also news articles on every sort of subject pertaining to the library, printed in the four leading local papers.

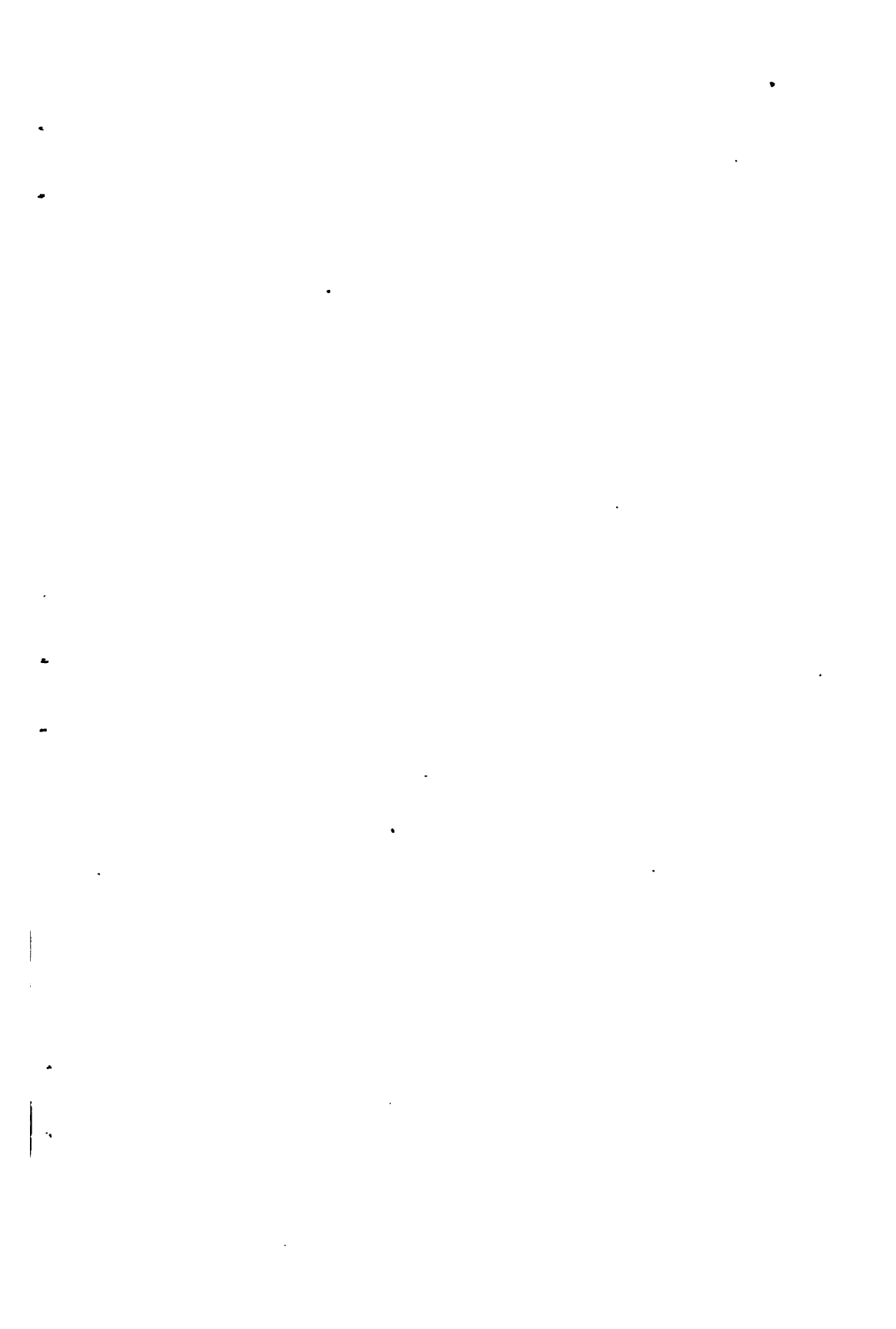
Periodicals and Newspaper Reading Room. The list of periodicals on file in the reading and reference room and the newspaper reading room numbers 303, of which 40 are dailies, 74 weeklies, and 189 monthlies and quarterlies. Of these, three are in the French language, five in German. A list is given in appendix D. The department has lent for temporary use 2,791 periodicals and reference books.

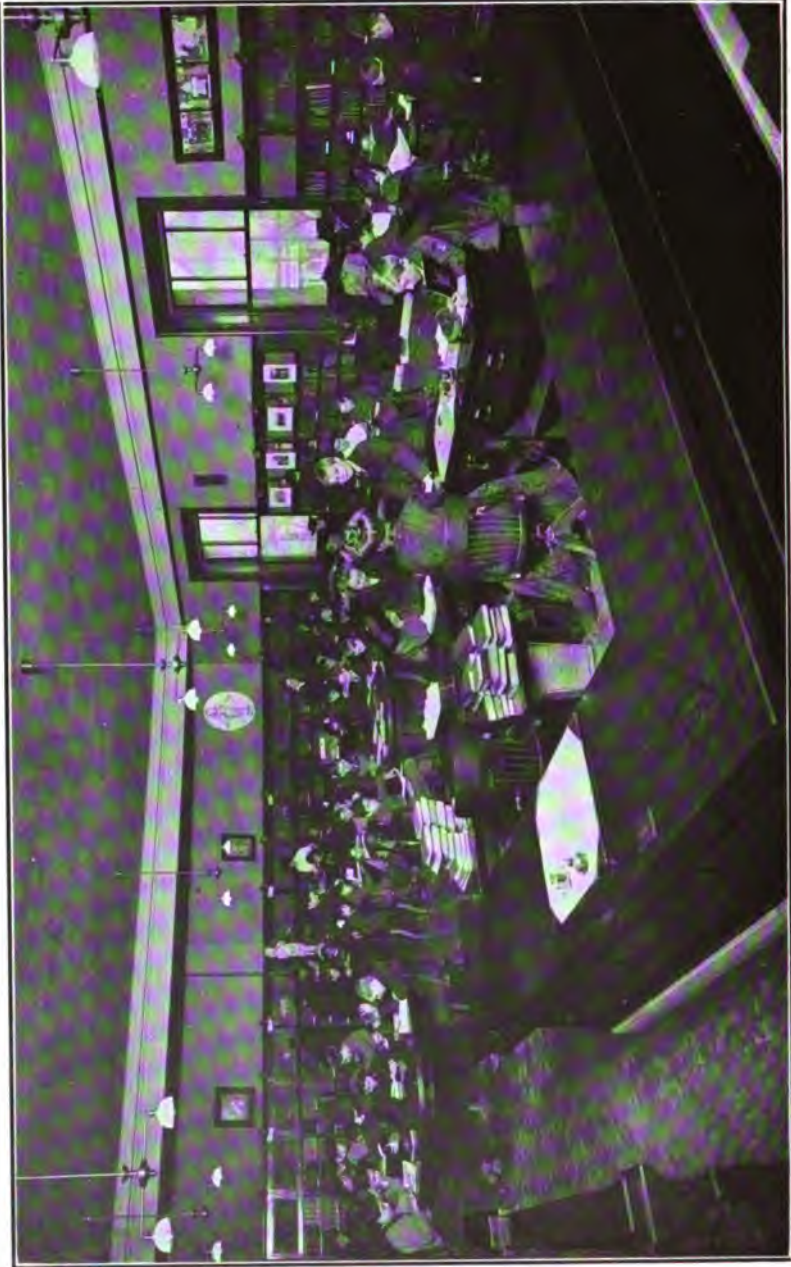
Calls for current and back numbers of the local and other newspapers are frequent, and with the aid of Street's Pandex of the News, a large number of questions are answered through the newspaper files. For this reason it seems desirable that at least one New York paper be bound in permanent form to supplement the local files.

The location of the newspaper reading room in the basement has increased the labor of supervision. The daily checking and filing of the current papers and the filing and care of the back numbers together with the bringing of bound newspaper volumes or unbound numbers to and from the files for reference use occupies each day a considerable amount of the page's time.

Extension Work. The amount of extension work which may be done by this department is limited by the rapidly growing volume of work in the main department itself. Many cherished projects have been deferred for lack of time. Talks about the library were however given before various schools white and colored. In addition to the informal talks before a number of literary and civic clubs, a talk on "Books as interpreters of life" was given at a meeting of the Business Woman's Club.

Visits were made by the reference librarian to the branches, as heretofore, and after each visit a list of needed reference books was prepared. Special attention was given





CHILDREN'S ROOM
Main Library

to the Colored Branch, which is doing a remarkable amount of good reference work.

In the interest of cooperation in reference work, visits were made to the New Albany and Jeffersonville public libraries, to the libraries of the Baptist and the Presbyterian Theological seminaries and to the library of Temple Adath Israel.

For the cordial support of the librarian and the trustees and for the cooperation of our own untiring reference room workers and of many members of the staff, sincere appreciation is expressed.

Marilla Waite Freeman

Head of Reference Department

CHILDREN'S DEPARTMENT

All things considered, a finer room than that at the west end of the second floor 60 by 38 feet could not have been chosen for the children, even though their noisy passing up and down the marble stairs in the main delivery room daily disturbs the library atmosphere. The room with its furniture all specially designed, the graduated tables and chairs, the low shelves broken at intervals by window seats and surmounted by hinged bulletin boards covered with pictures produce an irresistible charm.

The annex to it is the teachers' room 29 by 23 feet, which serves not only as an office for the department and a convenient place for the collection of circulating pictures etc. but also as an attractive place where teachers may rest and read and keep in touch with the many aids provided for them. This room is a concrete expression of the library's attitude toward the schools in general.

From the beginning the library has recognized that one of its chief functions is to supplement the work of the schools and to develop the library habit in children while they are of school age. In this way it will best prepare them through the use of books to continue through life that

education which in the case of most children unfortunately reaches only the lower grades.

The reports of the Children's Department covering the three years of its existence show that the efforts of the library have met with a ready response on the part of the children and of many teachers, who have been quick to realize its value to them in their work. The possibilities in this direction, though great even now, could be largely increased by a more clearly defined cooperation with the schools. Nevertheless opportunities for service of this kind are not lacking. Many requests for stations and teachers' collections can not be granted for lack of funds.

Report of the Children's Department

To the Librarian:

The most significant feature of the Children's Department during the last year was its steady growth and its fulfilling of the promises for larger developments which were hoped for but hardly expected. This report covers the work with children at the main library, the three branches, eleven stations and 26 class room collections.

The total registration through these agencies was 3,072 white and 720 colored children, making a total to date of 11,975 white and 2,157 colored juvenile members. A total of 166,357 juvenile books were circulated during the year, 37 per cent of the entire circulation; 55,840 at the main children's room, 59,885 at the three branches, 37,958 at white stations and 12,674 at the colored stations.

Main Children's Room. Despite the increase of circulation of books through the branch libraries, stations and teachers' collections, the popularity of the main children's room has increased. Not only have the children continued to come in great numbers but more parents and teachers have become interested.

Through cooperation with supervisors and teachers we are enabled to be of greater service to the children in their

school reference work which has grown to be very important. A gratifying increase in the circulation of non-fiction books is noted.

The opening of the comfortable and beautifully appointed children's room in the new building on July 25 marked an epoch in the history of the work with children. Equipped with all the newest and best appointments the main library has the material requirements for doing larger and better work in the future.

Branches. The effort made hertofore to unify the children's work at the main library and branches was continued during last year. Juvenile books which had proven their worth at the main children's room were duplicated for the branches. Juvenile books for the Parkland and Crescent Hill branches which are to be opened in fall were selected. A story hour outline with reference list was sent to each branch each month, the plan being to follow a uniform course of stories to be told. Reading and civic improvement clubs for children and young people are a feature at each of the three branches. Schools in the neighborhood of branches were visited by the children's librarian in order to direct the pupils to the branch nearest them.

Stations. Perhaps no feature of the work with children has made such rapid strides as the work at stations. Since the last annual report three new white stations and two for the colored children were organized, making a total of seven white and four colored stations.

It was found best to discontinue the work at Delmont Station since the children of that neighborhood are supplied with books through the class room collections at Cabel Street School.

This year all station work was discontinued for the summer. The books had received hard wear and were in need of repair. All books were called in during June, checked up, all records cleared and new collections were made up to be sent out in September. The special station slip system used in Pittsburg and Buffalo has been adopted.

By this method the original book slips are kept on file at the library. This system greatly simplifies the work.

Principals, teachers and pupils joined in expressing their appreciation of the privilege of having the books at the schools.

Class-room Collections. In addition to the eleven stations 9,911 books were circulated through 26 class-room collections. These collections consist of from 25 to 40 books selected by teachers from the shelves of the children's room. They are sent only to schools which are at too great a distance from any library center.

At the expiration of the school year urgent requests came to us from teachers to continue sending books next year. The possibilities for expansion in this direction will be limited only by the number of books obtainable for the purpose.

Work with Schools. Aside from the work with stations and teachers' collections which might well be classed under this heading, efforts are made to bring about a still closer relationship by supplementing these phases of work with visits to the schools, through reference work with the younger pupils and through a more direct cooperation with teachers.

The reference work done by the department is steadily increasing in scope and quality since the teachers have learned that it is to their advantage to consult the library before assigning reference topics to their pupils. There were frequent calls for special reading lists for classes and individuals. Mimeographed lists of books for teachers and mothers were in great demand. An annotated printed list of books for Sunday school workers was distributed to the delegates and visitors to the International Sunday School Convention which met here in June.

Teachers' Library. The origin of the large well appointed teachers' room adjoining the children's room at the main library can be traced to the opening of the first children's room three years ago at the old building. At the request of some of the more progressive teachers a few

shelves of books of special interest to teachers were set aside. In time these shelves gave way to a teachers' corner which was in great favor by busy teachers, who found here the books that held for them information and inspiration. So necessary had this feature of the library become to the teachers that it was but natural that the room adjoining the children's room at the new building should be set aside as a study room and rest room for teachers. Here are kept books on pedagogy and methods as well as a model collection of graded books from which teachers may select those books which they wish to have sent to them as class-room collections.

The 6,000 mounted pictures which have been used by teachers for the last three years are now filed in a convenient Harvard picture cabinet in this room. Large easy chairs add much to the comfort of the teachers. This teachers' room with its equipments and furnishings has been a great aid in bringing about the cordial relations which exist between the library and the teaching force of the city.

Story Hour. Since the children of Louisville have had the benefit of a public library for so short a time, it is not surprising to hear from the teachers of English at the high schools that pupils came to them who are not familiar with the stories which every child should know. To encourage the reading of such stories some of them were included in the course of stories for older children. Among them were told the story of Beowulf, some of the Dickens stories which deal with child characters, stories from ballads and some of the American classics such as *The great stone face*, *The man without a country* and *Rip Van Winkle*. The stories for younger children were chosen entirely from Greek mythology. Outlines of the stories with reference lists were sent to each branch and an effort was made to follow the same plan of story telling there which is followed at the main children's room.

At the request of the Forestry Committee of the Federation of Women's Clubs, the members of this committee gave

a series of four lectures on forestry to the children at the main library and at the branches during November. These lectures were illustrated with beautifully mounted pressed leaves, twigs and fruits.

Thanks are due also to Miss Lillie E. Levi, who gave a most interesting account of "The early days of Louisville" and Miss Nannie Lee Frayser, who was our special attraction on Bird day.

The popularity of the story hour is steadily increasing. Frequently children had to be turned away for lack of room.

Library Extension. In extending the work of the department the children's librarian visited 265 class rooms in the schools of the city and spoke to pupils and teachers on the methods of the library and what it is ready to do for them. She also spoke to four mothers' meetings and three teachers' associations on various phases of library work with children.

Adeline B. Zachert

Head of Children's Department

Highland Branch

This the first completed library building in the city and the first branch building south of the Ohio river was opened February 8. In the afternoon the children were entertained at a story hour by Miss Nannie Lee Frayser. In the evening as many people as could find room inspected the building and enjoyed the following program:

Program

Chairman	Mayor James F. Grinstead
Invocation	Dr. T. M. Hawes
Place of the library in the community.....	Mr. John H. Chandler
Unpublished poems.....	Mr. Madison Cawein
Ten minutes of story telling.....	Dr. T. M. Hawes
Books and business.....	Mr. E. J. McDermott
Benediction	Dr. E. Y. Mullins

Mr. Carnegie having been invited to attend the exercises sent this telegram :

New York, Feb. 7, 1908

Wm. F. Yust,

Free Public Library, Louisville.

Thanks for kind invitation; tho' absent in body, shall be with you tomorrow in spirit; am strong in the faith that Louisville will reap a rich harvest from her generous public library policy.

Andrew Carnegie

At the close of the exercises the following resolutions were adopted unanimously :

"Whereas the Highland Branch of the Louisville Free Public Library has been made possible through the generosity of Mr. Andrew Carnegie,

Be it resolved, That we, the citizens of this community, express our high appreciation of Mr. Carnegie's public spirit and patriotic devotion in establishing public libraries in the various sections of our country, thus fostering the love of books and the higher spirit of culture among our people. We rejoice in particular tonight that we are permitted to enter this beautiful building devoted to the higher interests of all our people.

Be it further resolved, That we express our thanks to Mr. Carnegie and assure him that his gift, which has made possible this happy event, has been well bestowed; and we believe it will promote the peace, growth and happiness of our people in coming generations and make for the elevation of all our life and civilization."

The site, which cost \$4,000.00, was donated by the citizens of the community. The floor plans and description of the building were given in the second annual report. The cost was

Building proper.....	\$27,338 10
Light Fixtures.....	519 27
Improving grounds.....	386 27
Furnishings	2,850 68
Total	\$31,094 32

The lease on the room where the library was conducted since January 1905 expired September 30, at which time it was moved to the class room in the basement of the new building. Although the surroundings there were noisy at times and the space inadequate, the circulation of books was continued during the installation of furniture with an interruption of only a few days.

Report of the Highland Branch

To the Librarian:

There is satisfaction in the thought that this branch will probably not be moved again by the present generation. Notwithstanding the disorder, dust and inconvenience incident to moving the library twice in five months, only 12 books are unaccounted for and the policeman was called but once to quell the disturbing element. Since the opening much time and patience have been spent in adjusting minor matters, showing the building to visitors and training the children to be quiet. A civic league pledge tacked on the bulletin board, which 200 children have signed unasked, has been of great assistance in keeping the premises clean.

Attendance and Circulation. The table below gives a good idea of the library's growth and activity. Of the registered borrowers 733 came from other libraries in the city.

Year ending August 31	Volumes in Library	Attendance	Registered borrowers	Volumes drawn
1905.....	2,890	740	17,842
1906.....	3,697	45,427	1,605	34,586
1907.....	4,574	51,257	2,112	38,764
1908.....	5,881	62,698	2,764	46,739

The percentage of fiction drawn this year was 71. School children above the fifth grade are now also allowed two books at a time, "one for fiction and one for inflection," as one girl remarked. The territory served is long and nar-

row so that patrons at the extreme ends are about a mile and a quarter distant. Many of those who come by car prefer to go to the main library, where the field of choice is wider.

Periodicals. Of these 40 are subscriptions and four daily and two religious weekly newspapers come as gifts. The monthly magazines are becoming so popular that nearly all of them are provided with covers to be circulated as soon as the new issue arrives.

Reference Work. No complete account of this can be given because much is done by the readers themselves, but assistance has been given on 1,025 subjects to 2,632 persons, nearly all pupils from the grades and the high schools. The school children are so much in evidence now that work with them is becoming a most important feature. Much individual work is done with young people who quit school early to become breadwinners. The girls are guided to a better class of fiction, while the boys when shown our small collection of books on science will often run away with the bait.

Story Hour and Entertainments. The story hour conducted by Miss Berryman with a total attendance of 1,408 is a decided success. The lecture and club rooms are frequently used. In the club room the Mothers' Club and the W. T. U. meet once a month. In October Miss Emilie Yunker gave a talk on trees and showed many mounted specimens of leaves and branches. The stereopticon views given by the Ballard flour mill company on "Wheat and flour" proved so popular that they had to be repeated five times. Miss May Stone of the social settlement at Hindman spoke on her work in the mountains and exhibited baskets and coverlids made by the mountain women.

Mary B. Pratt

Branch Librarian

Portland Branch

The site proposed for the new building in this section and the objections to it were described in last year's report. Since then there has been no change in the situation and the branch continues in rented quarters at 537 North Twenty-sixth Street, where a fine large room for general purposes, a small one for clubs and classes together with suitable work and rest space for the assistants are obtained on very liberal terms from the Lewis Hall Association. So long as it remains in this location it will probably continue to stand highest in circulation and lowest in cost of maintenance among all the branches. These two facts have a very important bearing on the question of a site for a new building, in which the operating expenses will necessarily be much larger. Unquestionably the new location should be as near as possible to the center of the population to be served.

Report of the Portland Branch

To the Librarian:

The number of books in the library has increased from 3,528 last year to 4,679, the attendance from 56,123 to 74,318, the number of registered borrowers from 2,408 to 3,147, the circulation from 47,777 to 59,918 volumes.

Circulation. Of the books drawn 36,532, or 61 per cent, were fiction. Other favorite classes are periodicals, history, travel and literature. Very little if any change in the percentage of non-fiction drawn was produced by the rearrangement of the books, placing non-fiction on shelves both above and below the fiction extending around the room. Although there is public access to all the books, the inventory shows only 12 volumes missing for the year.

Reference Work. The 2,893 reference topics looked up for 4,861 persons were varied and interesting. These figures

do not include many who consult reference books without assistance. For special days and topics all books and clippings relating to them are placed within easy reach of the patrons.

Club Work. The club work at this branch is a prominent feature. The attendance during the ten months was 1,498. The summer months were devoted with pleasure and profit to caring for a flower garden surrounding the library. A course of lectures on parliamentary law given by Miss A. J. Hamilton has increased the ambition of both boys and girls to continue it the coming winter. The girls' club sent to the Kentucky Mountains a traveling library of 60 well selected volumes. These books had been read by the club members and were purchased from the club funds.

Story Hour. The club idea has become so popular that all story hour classes have been organized on the same plan, making an additional club of children in grades one to three and another in grades four to seven. They have studied some of the American poets and writers in connection with some of the simpler poems and works.

Like Oliver Twist with his cry for "more" the people are continually asking for more books. More books are needed more than a permanent building, which is a consummation decidedly distant.

Jennie Owen Cochran

Branch Librarian

Colored Branch

The wisdom of the Trustees in establishing this branch has been demonstrated. Results fully justify the belief held from the beginning that in this way would the library system be made most beneficial to the 40,000 colored people of the city. Comparative statistics covering the three years since the library was opened are very satisfactory and encouraging. They show that in the last two years the number of volumes in the branch has doubled; that in the

first year almost twice as many adults as children were enrolled, whereas this ratio was reversed in each of the next two years, so that now the children comprise 54 per cent of the registered borrowers. This percentage should be slightly reduced on account of those who have passed the age of 12 since their enrollment and hence should be classed as adults. The total registration at this branch exceeds that at each of the other branches, but is still only about 10 per cent of the colored population.

Of the 84,167 volumes circulated only 47 per cent were fiction and 61 per cent were children's books. In response to the demand the proportion of children's books on the shelves has been enlarged from 26 per cent the first year and 40 per cent the second year to 45 per cent the third year, which has an important bearing on the percentage of juvenile circulation. It should be noted also that the circulation from the branch proper increased only 156 volumes in the third year, practically all of the growth being due to the stations, which consist entirely of juvenile books. It seems to be specially true of this branch therefore that its chief work is with the children and that its development for a number of years will be mostly in this direction.

The new building will be ready for occupation as soon as it is furnished, which will be in October. Preparations are under way for this event, the importance of which will be enhanced by the achievements of the branch in its present limited quarters and the widespread interest in its new and commodious home.

Report of the Colored Branch.

To the Librarian:

This branch has grown steadily and through interest and appreciation on the part of its patrons has demonstrated its right to exist.

Books and Magazines. There have been 1,562 new volumes added to the library during the year, making a total of 5,830. The number of current magazines and periodicals

has been increased to 65, which are listed in appendix D. Among the most popular are the Colored American, Delineator, Everybody's, Good Housekeeping, Ladies' Home Journal, Leslie's Weekly, Munsey and Success.

Attendance. The number of visitors was 48,714, an increase of 12 per cent over last year. The average Sunday attendance has grown to 35 from 18 the first year and 26 the second year.

Registration and Circulation. The library opened September 23, 1905 with 1,400 volumes. Comparative statistics from the beginning are as follows:

Year ending Aug. 31	Vol- umes added	Borrowers registered			Circulation		
		Adults	Chil- dren	Total	Volumes	Fiction	Chil- dren's
1906	2,797	1,147	687	1,834	17,838	55%	41%
1907	1,471	395	750	1,145	30,259 a	43%	60%
1908	1,562	302	720	1,022	35,910 b	46%	70%
Total	5,830 c	1,844	2,157	4,001	84,167 b	47%	61%

- a) Of this total 7,179 volumes, or 23 per cent, were circulated at two stations.
- b) Of the 1908 total 12,001 volumes, or 33 per cent, were circulated at four stations and 673 volumes, or almost 2 per cent, through teachers' collections at six schools. In estimating the percentage of fiction for 1908 and under "Total" the circulation through stations and teachers' collections for 1908 is not included.
- c) Of this total 192 volumes have been discarded.

Reference Work. Aside from their use to the general public the reference books are of inestimable value to the pupils of the public schools and to the students of several educational institutions which have no reference collection. Information was found on 1,013 recorded subjects and 2,205 persons were assisted in reference work by the librarians.

Reading Clubs. Three reading clubs under the supervision of the branch assistant met weekly during the first six months of the year and pursued regular courses of reading. Attendance 1,094. They were discontinued for

lack of a suitable room for meeting but will be revived in the new building.

Story Hour. The story hour held once a week continues to grow in favor and is eagerly anticipated by the children. Frequently numbers of them have to be turned away for want of room. Average attendance 38.

Stations. Two additional deposit stations have been opened, one at the Pearl Street School, and one at the Maiden Lane School, making four stations in distant parts of the city. These stations are under the direction of the branch assistant, who visits the schools once a week and distributes the books in person. The circulation at the stations was: Eastern School 3,662, California School 3,369, Pearl Street School 2,688 and Maiden Lane School 2,282, total 12,001 volumes. Through teachers' collections 673 additional volumes were circulated at six other schools.

In order to create greater interest among the pupils and to bring a larger number into touch with the library the different schools have been visited several times during the year and short talks made in various rooms. In all of this work at the schools the library has had the hearty cooperation of principals and teachers.

Through the courtesy of the city editors our monthly reports and other library news have appeared in the daily and weekly papers. The reports are looked forward to with a great deal of interest by the patrons.

The question on the lips of every one is "When will we get into the new building?" The crowded condition of our quarters makes us the more eager to move.

The heads of the different departments and other members of the staff have made frequent visits to the branch and rendered valuable service by their instruction and suggestions.

We trust that this branch is "measuring up to its opportunity" and so meriting the favor of those who have so generously provided for it.

Thos. F. Blue

Branch Librarian

Crescent Hill Branch

The new building on Frankfort and Birchwood avenues was accepted in March. Both the exterior and interior are specially pleasing and have attracted much attention. As soon as the furniture is installed, which is now in progress, 1,907 volumes of new books will be moved to it from the main library, where all the necessary work has been done to prepare them for circulation. Miss Helen Lanus has been elected branch librarian.

Parkland Branch

The new building at Twenty-eighth Street and Virginia Avenue was accepted in August and the furniture is now being delivered. There are at the main library 1,941 volumes carefully selected, classified and cataloged, ready to be placed on the shelves as soon as the furniture is installed. The branch will open to the public in a month. Miss Jessie M. Taylor is branch librarian.

Germantown Branch

In September 1906 the Trustees appropriated \$25,000 for this building and selected an architect. A site was provided on Hancock and Oak streets through the closing of Hancock Street by the General Council and the purchase of 50 feet additional by the citizens of the neighborhood, making a lot 110 feet front and 120 feet deep. Owing to a delay in the legal proceedings connected with closing the street the deed to the lot was not delivered to the Library Board until July 1908. At that time Architect Arthur Loomis was instructed to prepare plans for the building, which will be erected during the coming year.

Respectfully submitted

William F. Yust

Librarian

APPENDIX A
ATTENDANCE 1907-08

1907	Main	Branches			Sundays a	Totals
		Highland	Portland	Colored		
September	31,554	3,989	3,059	2,216	1,281	40,768
October	37,725	4,514	4,471	5,827	1,137	52,537
November	40,212	5,176	5,065	5,222	1,551	55,675
December	47,383	4,674	5,678	4,032	1,849	61,767
1908						
January	46,216	4,948	7,083	5,243	1,614	63,490
February	50,514	5,283	8,425	5,278	2,288	69,500
March	47,702	7,543	8,119	5,958	2,259	69,317
April	42,486	5,902	7,239	5,609	1,482	61,236
May	37,945	5,750	6,911	4,410	1,530	55,016
June	33,946	5,083	5,947	1,845	946	46,821
July	b 20,375	4,638	6,403	1,673	702	33,089
August	b 27,612	5,248	5,918	1,406	1,875	40,184
Totals	463,670	62,698	74,318	43,714	18,514	649,400

a) Included in the preceding columns.

b) Estimated.

APPENDIX B
CIRCULATION 1907-08

1907	Days	Main	Branches			Stations a		Totals	Daily Average
			Highland	Portland	Colored	White	Colored		
September	24	17,784	2,742	2,719	1,334	2,404	26,988	1,124
October	27	21,023	3,262	3,616	2,416	3,889	1,907	35,513	1,315
November	25	22,634	3,973	4,157	2,356	4,481	1,401	39,002	1,560
December	25	21,814	3,719	4,529	2,123	1,733	1,362	35,280	1,411
1908									
January	26	27,255	4,252	5,790	2,415	4,962	1,437	46,111	1,773
February	24	26,683	4,256	6,624	2,519	4,961	1,454	45,897	1,912
March	26	26,701	4,313	6,375	2,436	5,255	1,977	47,557	1,829
April	26	23,765	4,337	5,805	2,120	5,785	2,022	43,824	1,685
May	25	21,026	3,926	5,426	1,729	5,068	1,714	38,909	1,556
June	26	19,659	3,987	4,887	1,238	29,831	1,143
July	26	16,080	3,661	4,966	1,411	26,068	1,002
August	26	19,515	3,511	5,024	1,079	29,429	1,131
Totals	306	263,879	46,739	59,918	23,236	87,958	12,674	444,404 b	1,452

a) The stations were closed June, July and August.
b) Add 2,791 volumes circulated in Reference Department, total 447,195.

APPENDIX B—Continued
JUVENILE CIRCULATION
 Year Ending 31 August 1908

	Main	Highland	Portland	Colored	White Stations	Colored Stations	Totals
1907							
September	2,824	984	1,063	667	2,404	7,892
October	4,545	1,259	1,529	1,451	3,889	1,307	13,980
November	5,244	1,865	1,889	1,458	4,481	1,401	16,898
December	5,529	1,857	2,177	1,267	1,733	1,362	13,925
1908							
January	6,285	1,964	2,724	1,369	4,962	1,437	18,741
February	5,952	2,049	3,199	1,403	4,361	1,454	18,418
March	5,956	2,088	2,981	1,310	5,255	1,977	19,567
April	4,842	1,675	2,632	1,159	5,785	2,022	18,115
May	3,995	1,637	2,540	889	5,088	1,714	15,863
June	3,651	1,634	2,389	743	8,417
July	2,944	1,231	2,002	609	6,396
August	4,073	1,422	2,296	474	8,265
Totals	55,840	19,665	27,421	12,799	87,958	12,674	166,367

The stations were closed June, July and August.

APPENDIX B—Continued
Circulation—Adult, Main Library
Year Ending 31 August 1908

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works.....	14	2	6	12	15	2	12	12	7	2	10	8	102
Current Periodicals.....	995	1,095	1,149	1,027	1,569	1,422	1,243	1,172	1,150	1,107	905	994	13,828	.066
Philosophy.....	172	208	211	170	242	252	259	281	197	187	186	176	2,391	.011
Religion.....	187	182	181	182	223	237	233	174	182	100	83	127	2,041	.009
Sociology.....	180	212	244	228	304	322	307	253	223	236	153	188	2,850	.013
Philology.....	35	26	22	21	24	19	31	14	15	19	12	15	253	.001
Science.....	178	201	201	181	294	273	345	308	243	201	138	144	2,702	.012
Useful Arts.....	192	238	310	268	331	362	392	304	294	271	208	194	3,459	.016
Fine Arts.....	227	335	319	277	440	417	445	352	270	222	162	226	3,692	.017
Literature.....	513	625	652	619	858	917	1,033	862	681	547	378	490	8,175	.039
History.....	266	333	353	365	461	444	440	331	272	193	155	224	3,837	.018
Travel.....	313	333	414	359	529	527	555	487	408	341	244	314	4,894	.023
Biography.....	317	338	439	396	568	648	623	521	425	329	221	297	5,172	.025
Fiction.....	11,238	12,053	12,778	12,045	14,915	14,735	14,646	13,632	12,467	12,162	10,169	11,934	152,879	.784
Foreign Books.....	138	142	111	135	147	154	171	210	197	141	117	111	1,774	.008
Totals.....	14,960	16,478	17,390	16,235	20,970	20,731	20,745	18,913	17,031	16,008	13,086	15,442	208,039
Average daily.....	623	610	695	651	807	868	798	727	681	615	654	572	693
Open Shelves.....	14,028	15,152	15,929	14,629	18,987	18,782	18,633	17,204	15,617	14,798	12,427	13,422	189,598
Children's Room.....	2,324	4,545	5,244	5,529	6,255	5,952	5,956	4,842	3,995	3,651	2,944	4,073	55,840
Stations.....	2,404	5,196	5,832	3,095	6,399	5,815	7,232	7,307	6,302	50,632

Louisville Free Public Library

APPENDIX B—Continued
Circulation—Children's Room, Main Library
 Year Ending 31 August 1908

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per Cent
General Works		2	2	2	3	5	14	21	13	22	7	6	97	.001
Philosophy	8	8	8	4	20	8	20	12	9	7	3	4	111	.001
Religion	45	55	51	54	138	86	102	63	59	21	14	40	728	.013
Sociology	305	560	443	550	600	579	457	474	353	299	270	322	5,212	.093
Philology	28	43	51	46	60	42	33	30	28	22	12	35	435	.007
Science	65	92	117	98	178	104	131	89	74	55	34	66	1,103	.019
Useful Arts	19	43	42	44	35	36	68	32	26	22	12	26	405	.007
Fine Arts	57	114	101	152	180	154	123	98	76	62	71	87	1,275	.022
Literature	57	123	199	143	198	176	183	117	124	55	44	65	1,489	.026
History	139	263	359	348	401	465	456	348	255	171	112	196	3,513	.062
Travel	21	166	217	205	199	233	260	223	169	113	61	82	1,979	.035
Biography	65	143	150	155	190	236	220	177	132	98	64	100	1,730	.030
Fiction	2,015	2,933	3,504	3,723	4,063	3,808	3,884	3,153	2,677	2,704	2,240	3,044	37,763	.676
Totals	2,824	4,545	5,244	5,529	6,285	5,952	5,956	4,842	3,995	3,651	2,944	4,073	55,340
Average daily	117	168	209	221	241	243	229	186	159	140	113	156	182

APPENDIX B—Continued
Circulation—Highland Branch
Year Ending 31 August 1908

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works	1	1	2	2	2	6	4	3	21
Current Periodicals	183	193	171	150	170	154	221	213	215	209	249	247	2,975	.050
Philosophy	4	11	13	11	13	13	20	21	17	16	18	15	172	.004
Religion	15	23	41	20	35	30	43	23	33	27	19	27	346	.007
Sociology	117	139	198	233	222	209	208	160	138	150	136	153	2,063	.044
Philology	13	14	54	43	25	44	55	47	46	27	22	31	421	.009
Science	42	23	54	63	69	45	87	82	74	63	40	40	687	.014
Useful Arts	28	41	32	43	53	24	40	41	27	30	27	30	416	.009
Fine Art	56	60	65	52	77	68	77	48	64	45	46	65	723	.015
Literature	82	117	152	136	147	179	181	174	140	98	83	112	1,601	.034
History	99	114	163	166	167	223	254	229	178	115	87	62	1,857	.039
Travel	76	125	176	157	124	114	144	121	98	101	75	57	1,368	.029
Biography	70	70	104	89	76	115	128	132	76	60	81	46	1,047	.022
Fiction	1,941	2,303	2,732	2,531	3,056	3,031	3,335	3,026	2,311	3,031	2,763	2,906	33,466	.716
Foreign Books	15	18	18	25	16	7	18	13	9	9	11	17	176	.004
Totals	2,742	3,262	3,973	3,719	4,252	4,256	4,813	4,337	3,926	3,987	3,661	3,311	46,739*
Average daily	179	125	159	143	163	203	185	167	157	153	141	146	154

*Of which 19,665 were juvenile.

APPENDIX B—Continued
Circulation—Portland Branch
Year Ending 31 August 1908

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works	7	3	3	2	2	547	553	519	414	399	506	379	15	.080
Current Periodicals	298	389	379	428	605	547	553	519	414	399	506	379	5,416	.002
Philosophy	4	11	8	16	17	18	7	9	17	6	13	16	142	.012
Religion	30	50	55	52	66	89	90	60	64	48	57	60	721	.047
Sociology	130	218	243	237	287	335	259	222	235	191	243	265	2,865	.010
Philology	18	46	27	58	65	80	69	42	69	61	42	57	634	.023
Science	79	114	132	157	168	217	223	159	135	128	113	82	1,707	.015
Useful Arts	28	60	57	69	82	93	80	91	117	82	53	74	886	.025
Fine Arts	47	89	95	154	141	164	158	160	159	105	122	102	1,496	.039
Literature.....	119	172	183	206	204	239	291	246	229	176	170	143	2,378	.045
History.....	81	116	221	203	225	347	340	299	216	269	190	190	2,697	.039
Travel	66	122	145	178	209	280	348	216	231	218	152	136	2,351	.029
Biography.....	31	82	96	98	143	206	259	218	218	149	104	164	1,768	.609
Fiction	1,766	2,112	2,498	2,639	3,544	3,972	3,671	3,534	3,307	3,041	3,161	3,287	36,532	.005
Foreign Books.....	22	28	15	31	32	37	27	30	15	14	40	19	310
Totals	2,719	3,616	4,157	4,529	5,730	6,624	6,375	5,905	5,426	4,887	4,966	5,024	59,918*
Average daily	118	134	166	181	223	276	246	223	217	172	191	193	196

*Of which 27,421 were juvenile.

APPENDIX B—Continued
Circulation—Colored Branch
Year Ending 31 August 1908

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Totals	Per cent
General Works	11	3	8	9	15	15	9	6	8	9	5	1	99	.004
Current Periodicals	154	90	122	98	164	139	147	88	103	167	109	1,381	.059
Philosophy	9	17	21	16	27	18	13	30	19	16	18	10	214	.009
Religion	21	22	16	17	24	26	37	39	31	19	24	16	292	.012
Sociology	17	51	31	29	35	39	36	37	35	39	39	29	417	.017
Philology	4	3	1	2	1	20
Science.....	12	28	27	17	31	27	33	39	19	12	15	10	270	.012
Useful Arts	7	20	17	24	31	25	30	31	14	16	12	5	232	.009
Fine Arts	4	18	12	13	21	23	35	24	6	8	14	9	187	.008
Literature.....	55	108	84	103	66	100	83	62	52	32	25	13	783	.084
History.....	48	80	46	57	58	62	52	41	26	16	18	9	513	.022
Travel.....	8	5	3	6	8	8	12	4	8	3	3	68	.003
Biography.....	12	43	51	54	53	60	33	33	19	8	5	371	.016
Fiction	309	480	460	409	510	573	604	527	500	368	462	388	5,590	.240
Juvenile Fiction	250	510	512	459	541	546	534	719	356	275	279	174	5,155	.221
Juvenile Class Books.....	417	941	946	808	828	857	776	440	533	463	330	300	7,644	.329
Totals	1,334	2,416	2,356	2,123	2,415	2,519	2,486	2,120	1,729	1,298	1,411	1,079	23,236a
Average daily	56	89	94	85	93	105	94	82	70	50	54	41	76
Stations	1,307	1,401	1,362	1,437	1,454	1,977	2,022	1,714	12,674a

c) Total colored circulation 35,910 volumes, of which 25,473, or 71 per cent, were juvenile.

APPENDIX C

Donors and Gifts

509 volumes; 4,281 pamphlets; 1,400 numbers of unbound magazines; 28 continuances donated by individuals (for other gift continuances by title, donated by publishers, see Periodical and Newspaper List); 17 miscellaneous gifts; v = volume, p = pamphlet, m = unbound number of magazines, c = continuance, miscellaneous articles named.

-
- | | |
|--|--|
| Adams, Samuel Hopkins 1v | Boston, Public Library 2p |
| Adler, N. 1c | Bourlier, Al Indian axe |
| Aetna Life Insurance Co. 2m | Bowdoin College 2p |
| Alabama, Dep't of Archives and History 1v | Boyden, H. W. 1v |
| Allen, Mrs. A. B. 7p | Bradley, Charles 1v |
| Allison, Young E. 1v | Breed, Miss Lilla 1v |
| American Association for Labor Legislation 2p | Broadway Magazine 6m |
| American Economic Association 2p | Brockton, Public Library 1p |
| American Historical Magazine 2m | Brooklyn Institute of Arts and Sciences 1c |
| American Library Association 2p | Brooklyn Public Library 1p |
| American Telephone & Telegraph Company 1p | Brown, R. W. 1v |
| Amerika Esperantisto 1v | Browne, Mrs. Spencer C. 3v |
| Anderson, Miss Emma W. 1v | Bryn Mawr College 2p |
| Andover Memorial Hall Library 1p | Buffalo Public Library 1p |
| Armstrong, Mrs. R. T. 1v 1p | California, University of 2p |
| Association for International Conciliation 7p | Cambridge Public Library 1p |
| Associated Prohibition Press 1p | Canada, Dep't of Agriculture 2v |
| Atlanta, Carnegie Library 3p | Canada, Superintendent of Immigration 1v |
| Atlantic City Free Public Library 1p | Canada, Royal Society 3v |
| Atlas Portland Cement Co. 1v | Carnegie, Andrew 1v 1p |
| Auburn (Wash.) Commercial Club 1p | Carnegie Hero Fund Commission 1p |
| Baldwin Co., Loan of piano and 300 chairs, opening of Main Library | Carnegie-Stout Free Public Library 2p |
| Barker, E. Frank 1p | Caron Directory Co. 3maps |
| Barlow, Miss Florence 2p | Carpenter, Sam 2v |
| Basham, J. Lewis 1v | Cash, Miss Ethel 1v |
| Baylor University 1p | Cash, Miss Genevieve 1v |
| Beckman, Miss Ida 1v | Cawein, Madison 1v |
| Belknap, W. R. 1v 6p 1c | Cedar Rapids Free Public Library 1p |
| Bernheim, I. W. 16v 11p 3m 4c | Central Conference of American Rabbis 1v 23p |
| Biehl, Miss Mary Jeanette 2v | Central Wesleyan College 1p |
| Holton, Mrs. Charles E. 1v | Chase, Lewis Nathaniel 1p |
| Boston Athenaeum 1p | Chicago Public Library 6p |
| | Chicago Public Schools 2p |
| | Chicago, University of 14v 12p |

APPENDIX C—Continued

- Chicago & Northwestern Railway 1p
 Church Kalendar Co. 1p
 Church of Jesus Christ of Latter Day Saints 1v
 Cincinnati, Public Library 1p
 Cleveland Public Library 5p
 Cochran, Miss Jennie O. 2v
 Coleman, E. J. 1 stuffed peacock
 Confederate Memorial Literary Society 1p
 Cook, Mrs. Gertrude 3v
 Cornell University 5p
 Cornwell, Mrs. C. L. 1v
 Cornwell, Mrs. Margaret Deane 13v
 Council Bluffs, Free Public Library 1p
 Covington Public Library 1p
 Cowan, Mrs. Andrew 4v 587m
 Criterion 2m
 Cross, W. O. 36m
 Dallas Public Library 1p
 Dargan, Edwin Preston 1v
 Dartmouth College 1p
 Davenport Public Library 1p
 Davidson, Miss Kanna 1v
 Davis, Miss Mary T. 1v
 Dayton, Public Library 1p
 Delineator Child Rescue Campaign 1p
 Depew, Hon. Chauncey M. 3p
 Detroit, Public Library 1p
 District of Columbia, Public Library 2p
 Douglas, Miss Mary C. 1v
 Doyle, James P. 1v
 Drexel Institute 1p
 Dupere, John P. 1v
 Durrett, Col. R. T. 1v
 Early, C. C. 2v
 East Orange, Free Public Library 1p
 Easton Public Library 1p
 Education in the South 1p
 Emeline Fairbanks Memorial Library 1p
 Enelow, Dr. H. G. 3p
 Enoch Pratt Free Library 1p
 Evanston Public Library 3p
 Fisher, Mrs. Ed. 1v
 Fullerton, Mrs. William G. 13v
 General Federation of Women's Clubs 1p
 Gilmore, F. F. 1c
 Gloversville Free Library 1p
 Goodman, Dr. John 1v
 Grand Rapids Public Library 1p
 Greater Louisville Exposition 7 sheets music, 1 badge, 2 pictures 93p
 Green, Dr. Waller Overton 27v 2p 803m
 Haldeman, W. B. 1 case and 3 baskets minerals, 1 mounted tarpon, 1 alligator
 Hall, Granville Davissan 1v
 Halleck, Prof. Reuben Post 1p
 Hampton, Mrs. K. J. 7v
 Harvard University 2v 5p
 Haverhill Public Library 1p
 Hebrew Immigrant Aid Society 1p
 Henderson, Ky., Mayor of 1p
 Hereford Times 1p
 Herndon, John R. 1v
 Hesser, Mrs. W. G. 4v
 Hispanic Society of America 1p
 Hofman, Miss Susan A. 1v
 Homestead, Carnegie Library 1p
 Howard University 1p
 Illinois State Historical Society 1v
 Illinois, University of 1p
 Illuminating Engineering Publishing Co. 1m
 Indiana, Public Library Commission of 8p
 Inland Stationer 1m
 Interstate Cotton Seed Crushers' Association 3m
 Iron Age 1v
 Jacksonville, Free Public Library 1p
 Jamestown Exposition (Kentucky Commission) 10v 4p
 Japanese and Korean Exclusion League 2p
 Jefferson, Mrs. J. W. 1c
 Jenner, William A. 1p
 John Crerar Library 2p
 Johnson, Alexander 1v
 Johnson, P. 1c
 Joliet Public Library 1p
 Jones, L. H. 4v
 Jones, Miss Mary E. 1m
 Kaufman-Straus Co. Flowers and ferns
 Kavanaugh, Frank K. 1v
 Kemp, Miss Hattie B. 1c

APPENDIX C—Continued

- Kenny Directory Co. 1v
 Kentucky Anti-Tuberculosis Association 6p
 Kentucky Educational Association 1p
 Kentucky Federation of Women's Clubs 1p
 Kentucky Geological Survey 7v 1p
 Kentucky Heating Co. 1p
 Kentucky Institute for the Education of the Blind 3p
 Kentucky State Bar Ass'n 1v
 Kentucky State Historical Society 2p
 Kentucky State Normal School 5p
 Kentucky, State University of 3p
 Knights of Columbus, Louisville Council No. 390 2v
 Knott, R. W. 9p
 Kohler, Fred 3p
 Lafayette Memorial Commission 1p
 Lake Mohonk Conference 2p
 Lake Placid Club 2p
 Larger, B. A. 1p
 Lebre, V. N. 8v
 Legler, Henry E. 1p
 Leland Stanford Junior University 1p
 Lemcke & Buechner 1p
 Leonard, Mrs. J. L. 4c
 Lewis, Dr. Harry H. 2 museum specimens
 Lexington Public Library 1p
 Library of Congress 2v and loan of books for reference work
 Los Angeles, City of 1v
 Los Angeles Public Library 1p
 Louisville, City of 8v
 Louisville, Commercial Club 3p
 Louisville, Commissioners of Sewerage 1 map
 Louisville Male High School 1p
 Louisville Typographical Union 4c
 Louisville, University of 2p
 Louisville Water Co. 1p
 Lyons, Mrs. J. A. 4v
 McAlpine Store 1c
 McClurg & Co., A. C. 1p
 McDonald, Kenneth 4v
 McNutt, H. S. 5v
 Maine State Library 1p
 Malden Public Library 1p
 Mankato Public Library 1p
 Massachusetts State Board of Health 1v
 Massachusetts College of Osteopathy 1m
 Maury, Mrs. Frank Walker (in memory of her husband) 68v
 Medford, Public Library 2p
 Meirik, Maximilian 1p
 Mercantile Library of New York 1p
 Mermin, I. M. 1v
 Michigan, State Board of Library Commissioners 2p
 Michigan, University of 2p
 Millicent Library 1p
 Milton, George F. 3p
 Milwaukee Public Library 1p
 Minneapolis Commercial Club 2p
 Minneapolis Public Library 1p
 Miscellaneous 3v 126p
 Mississippi Valley Historical Association 2p
 Missouri, University of 1p
 Mitchell, Mrs. Walter 1v
 Moore, Mrs. M. E. 5v
 Moorefield Chronicle 3p
 Morton & Co., John P. plant and jardiniere
 Musgrove, Mrs. Chas. Hamilton 1v
 Muskegon, Chamber of Commerce 1p
 Nashville Carnegie Library 1v 4p
 National Association of Manufacturers 1v
 National Business League of America 7p
 National Civil Service Reform League 1p
 National Consumers' League 2p
 National Educational Association 1v 4p
 National Liberty Immigration League 3p
 National Society for Scientific Study of Education 1p
 Needham, Charles K. 1p
 New Haven, Free Public Library 1p
 New Jersey State Library 1v
 New Orleans Public Library 1p
 New York Civil Reform Ass'n 1p
 New York (City) Department of Finance 1p

APPENDIX C—Continued

- New York Farmers 1p
 New York (City) Police Department 1p
 New York Society Library 1p
 New York, State Education Department 1p
 New York (State) Public Service Commission 1p
 New York State Library 4p
 Newark, Free Public Library 6p,
 book marks and reading lists
 Newbold, Mrs. Edward C. 1c
 Newton Free Library 1p
 Norfolk Public Library 1p
 North Dakota Geological Survey 1v
 Northwestern University 2p
 Oregon Journal 1v
 Osterhout Free Library 1p
 Ottawa, Carnegie Library 1p
 Ottumwa, Public Library 1p
 Oxford Free Public Library 1p
 Page, L. C. 1v
 Peaslee, John B. 2v
 Pelle, Dr. Walter 6v
 Pennsylvania Free Library Commission 1p
 Pennsylvania Museum and School of Industrial Art 2p
 Pennsylvania, University of 1v
 Peoria Public Library 4p
 Perkins Institution 4p
 Philadelphia, Free Library 3p
 Pittsburgh, Carnegie Institute 1v
 Pittsburgh Daily Live Stock Journal 1v
 Portland (Ore.) Library Association 1p
 Portland (Me.) Public Library 1p
 Pratt, Miss Mary B. 4v
 Pratt Institute Free Library 6p
 Presbyterian Theological Seminary (Louisville) 1p
 Princeton University 1v 4p
 Prohibition National Committee 1p
 Providence Athenaeum 1p
 Providence Public Library 2p
 Queensborough Public Library 1p
 Quincy, Free Public Library 1p
 Railway News Bureau 1v
 Raymond, George Lansing 6v
 Rensselaer Polytechnic Institute 1p
 Rockford Public Library 3p
 Rodgers, J. W. 1p
 Rosenberg Library 4p
 Sachs, Mrs. Maurice Caroline Kriegshaber Music collection
 St. Joseph, Free Public Library 2p 1m
 St. Louis Academy of Science 3p
 St. Louis Mercantile Library Association 1p
 St. Louis Public Library 3p
 St. Paul Dispatch 1p
 Salem Public Library 1p
 Salmagundi Club 1p
 Savannah Public Library 1p
 Schirmer, G. 1p
 Schreiber, Miss Lillian E. 1v
 Schulzer & Co., Otto 1p
 Scranton Public Library 1p
 Scribner's Sons, Charles 1m
 Seattle Public Library 2p
 Shakespeare Society of New York 1v
 Sherley, Swagar 1p 1c
 Simmons College 1p
 Simplified Spelling Board 11p
 Sioux City Public Library 1p
 Smith, Col. D. Howard, daughter of 2v
 Smith College 1p
 Smithsonian Institution 1v 13p
 Smyser, Miss Frances 5v
 Socialist Party (Local) 1c
 Somerville, Public Library 1p
 Southern California University 1p
 Southern Educational Association 1p
 Southern Pacific 8p
 Speed, M. L. 1p
 Stechert, G. E. 1p
 Stewart Dry Goods Co. 1c
 Stone & Webster 2v 1p
 Stouffer, Frank B. Notary Services
 Syracuse Public Library 4p
 Syracuse University 1m
 Tennessee College 2m
 Tennessee, University of 3p
 Texas, Library of the University of 1 map of West Texas
 Texas Peace Congress 1p
 Texas, University of 2p
 Therapeutic Record 1m
 Thomas, William Holcombe 5p
 Tiffany & Co. 1v
 Tilfrey, Edwin 3v

APPENDIX C—Continued

- | | |
|--|--|
| Todd, J. Ross 14v | West end W. C. T. U. 1v |
| Toledo Public Library 1p | Western Architect 1m |
| Tompkins, D. A. 1p | Wilhite, Samuel M. 1v |
| Townsend, John Wilson 1v | Wille, Mrs. Emilie 13v |
| Trenton Public Library 1m | Wilmington Institute Free Library 2p |
| Troy Public Library 1p | Winchester, Boyd 1p |
| Tulane University 1p | Windsor Public Library 1p |
| United States Government 123 maps 139v 3,547p 4c | Winona Technical Institute 6p |
| Vassar College 1p | Wisconsin Free Library Commission 10p |
| Vermont State Library Commission 1p | Wisconsin State Historical Society 1v |
| Virginia State Library 11p 2m | Wisconsin, University of 1p |
| Virginia, University of 1p | Wood, W. B. 1v |
| Warren, Rev. Edward L. 1p | Worcester County Law Library 1p |
| Washington, (D. C.) Carnegie Institution 3p | Worcester Free Public Library 5p |
| Washington County (Md.) Free Library 2p 1m | Wright, Miss Ellen 1v |
| Water Proofing and Fireproofing 5m | Yale Alumni Association of Kentucky 1v |
| Weed, Howard Evarts 1p | Yale University 4p |
| Wellesley College 1p | Zachert, Miss Adeline B. 1v 1p |
| Wesley Brotherhood 1p | |

APPENDIX D

Periodicals

(Including Weekly Newspapers)

M=Main Library
C=Colored BranchH=Highland Branch
P=Portland Branch

The letters and figures indicate the name of the library and the number of copies it received. One copy is understood where no figure is given. Century Magazine 10M, C, 2H, 2P, means that ten copies of this magazine were received at the Main Library, one copy at the Colored Branch and two each at Highland and Portland Branches.

-
- | | |
|--|--|
| *About Books M | American Society of Mechanical Engineers M |
| Alexander's Magazine C | American Statistical Association, (Publications) M |
| American Academy of Political and Social Science, Annals M | *Amerika Esperantisto M |
| American Architect and Building News M | Annales Politiques et Littéraires (Le) M |
| American Boy M C H P | *Appeal to Reason M |
| American Economic Association Quarterly M | Appleton's Magazine 4M |
| *American Educational Review M | Architectural Record M |
| American Geographical Society, Bulletin M | Arena M |
| American Historical Review M | Army and Navy Register M |
| American Homes & Gardens M | Art Journal M |
| American Journal of International Law M | *Association for International Conciliation M |
| American Journal of the Medical Sciences M | Atlantic Monthly 5M P H |
| American Journal of Science M | *Baker & Taylor Co.'s Monthly Bulletin M |
| American Journal of Sociology M | *Balance M |
| American Journal of Theology M | *Baptist World (formerly Argus) M C P |
| American Law Review M | *Baylor University Bulletin M |
| A. L. A. Booklist 5M C H P | Biblical World M C |
| A. L. A. Bulletin M | *Billboard M |
| American Machinist M | Bird Lore M |
| American Magazine 4M C | Blackwood's Edinburgh Magazine 2M |
| *American Medicine M | *Book Buyer M |
| American Naturalist M | *Book Chat M |
| *American Practitioner and News M | Book Review Digest 2M |
| *American Society of Civil Engineers (Publications) M | Bookman M H P |
| | Bookman, London M |
| | *Bowdoin College Bulletin M |

*Gifts.

APPENDIX D—Continued

- Boy's Own Paper P
 Brickbuilder M
 Brooklyn Public Library Bulletin M
 Bulletin of Bibliography M
 Burlington Magazine M
 *Cadiz Informer C
 Cambridge Public Library Bulletin M
 Camera Craft M
 Canadian Magazine M
 Cassier's Magazine M
 Catholic World M
 *Central Methodist M H
 Century Magazine 10M C 2H 2P
 *Century Path M
 Charities and the Commons M C H
 Chautauquan M C P
 Chemical News M
 Children's Magazine 2M P
 *Children's Star H
 Christian Endeavor World C
 *Christian Observer M C
 *Christian Science Journal M H
 *Christian Science Sentinel M H
 *Cleveland Citizen M
 Collier's 2M C P
 Colored American Magazine C
 *Commercial Club Review, Louisville M
 Concerning Municipal Ownership M
 Concrete M
 Confederate Veteran M
 *Congressional Record M C
 Contemporary Review 2M
 Cosmopolitan Magazine 5M C P
 Country Life in America M C P
 Craftsman M H P *M
 *Crimson (M. T. H. S.) M
 *Cumberland Telephone Journal M
 Cumulative Book Index 2M C H P
 Current Events Index M
 Current Literature 2M H
 *Cynosure (L. C. H. S.) M
 *Dearing's Monthly Bulletin M
 Delineator 4M 2C 2H P
 Deutsche Rundschau M
 Dial M P
 *Dietetic and Hygienic Gazette M
- Dramatic Mirror, New York M
 *Dutton's Monthly Readers' Guide M
 Edinburgh Review 2M
 Editor M
 Education M
 Educational Review M
 *Eight Hour Printer M C H P
 Electrical World M
 Elementary School Teacher M C
 *Elizabethtown News M
 Engineering & Mining Journal M
 Engineering Digest M
 Engineering Magazine M H P
 Engineering News M
 Etude M P
 Everybody's Magazine 6M C
 Farm-Poultry M
 *Farmer's Home Journal M
 Fliegende Blaetter M
 Forestry and Irrigation M C H P
 Fortnightly Review 2M
 Forum 2M
 Foundry M
 *Freeman C
 Garden Magazine M P
 Gartenlaube M
 Geographical Journal M
 *Germantown News M
 *Good Government M
 *Good Housekeeping M 2C 2H P
 Graphic (London) 2M
 *Gregg Writer M
 Harper's Bazar 2M C H P
 Harper's Monthly Magazine 10M C 2H 2P
 Harper's Weekly 3M C H
 Harvard Graduates Magazine M
 Harvard Theological Review M
 *Herald of the Cross M
 *Herald of the Golden Age M
 Hibbert Journal M
 Hints 3M C H
 Horseless Age M
 House Beautiful M H
 *Illinois, University Bulletin M
 Illustrated London News 2M
 Independent M C
 Inland Printer M
 International Journal of Ethics M
 International Studio M P

*Gifts.

APPENDIX D—Continued

- *Iowa Health Bulletin M
- Iowa Library Quarterly M
- Iron Age M
- *Jamestown Bulletin M
- *Jeffersonian M
- Johns Hopkins University Studies M
- Journal of American Folk Lore M
- Journal of American History M
- Journal of the American Medical Association *M C
- Journal of the Franklin Institute M
- Journal of Political Economy M
- Journal of the Society of Chemical Industry M
- Judge 2M C P
- Kentucky Law Reporter M
- *Kentucky's Young Men M
- Keramic Studio M
- Kindergarten Magazine M
- Ladies' Home Journal M 2C H 2P
- *Ladies' Review M
- Lancet (London) M
- Leslie's Weekly 3M C
- Library Journal 2M H P
- Library Work M C H P
- Life 2M H P
- Lippincott's Monthly Magazine M P
- Literary Digest 4M C P
- Little Folks C P
- Living Age M
- London Quarterly Review M
- *Louisiana Planter M
- McClure's Magazine 8M C 2H P
- Manual Training Magazine M
- Manufacturer's Record M
- *Masonic Home Journal M
- Masters in Art 3M H
- Matin, Le M
- *Medical Times M
- *Metal Industry M
- *Methodist Review M
- Midland M
- Missionary Review of the World M H
- *Model Magazine M
- Modern Philology M
- Munsey's Magazine 10M C 2P
- *Museum News M
- Musical Courier M
- Musician M H
- *Mystic Magazine M
- Nation M
- *National Bulletin of Charities and Correction M
- *National Farmer & Stock Grower M
- *National Geographic Magazine M
- National Magazine M
- *National Prohibitionist M
- National Review M
- Nature M
- New England Historical and Genealogical Register M
- New England Magazine M
- New York Age C
- New York, Evening Post (Sat.) M
- *New York Libraries M
- New York Public Library, Bulletin M
- New York Public Library Monthly List of Additions 2M
- New York Teachers Monograph 2M
- New York Times Saturday Review of Books 2M C H P
- Nineteenth Century and After 2M
- North American Review 4M
- *Obermayer Bulletin M
- *Official Gazette of the U. S. Patent Office M
- Osterhout Free Library Bulletin M
- *Our Country M
- Out West M
- Outing Magazine M C
- Outlook 4M C H P
- Overland Monthly 2M
- *Pacific Northwest M
- Paint, Oil and Drug Review M
- Pathfinder M
- Pedagogical Seminary M
- *Phillips Exeter Academy, Bulletin M
- Philosophical Review M
- Photo-Era M
- Physical Culture M
- *Pitman's Journal M
- Pittsburgh, Carnegie Library, Bulletin 2M
- Poet Lore M

*Gifts.

APPENDIX D—Continued

- Political Science Quarterly M
 Popular Astronomy M
 Popular Mechanics M H P
 Popular Science Monthly M P
 Power and the Engineer M
 Psychological Bulletin M
 Psychological Review M
 Public Libraries 2M C H P
 Publishers' Weekly M
 Puck 2M C H
 Punch M
 Putnam's Monthly and the Reader M P
 Quarterly Journal of Economics M
 Quarterly Review M
 Railway and Engineering Review M
 Readers' Guide to Periodical Literature M C H P
 *Record (L. G. H. S.) M
 Records of the Past M
 *Redfield's Stamp Weekly M
 Register of Kentucky State Historical Society M
 Religious Education M
 *Review and Expositor M
 Review of Reviews, American 4M C H P
 Revue des deux Mondes M
 St. Louis Public Library Bulletin M
 St. Nicholas 5M C H 2P
 Salem Public Library Bulletin M
 Saturday Evening Post M C
 Saturday Review M
 School Arts Book M
 School Review M C
 Science M
 Scientific American 2M H P
 Scientific American Supplement 2M H P
 Scottish American M
 Scribner's Magazine 8M C H 2P
 Service C
 Sewanee Review M
 *Shelby Sentinel M
 *Silver Cross M
 Somerville Public Library Bulletin M
 South Atlantic Quarterly M
 *Southern Farm Gazette M
 Southern Teachers' Advocate C
 Spectator M
 *Spectator (L. M. H. S.) M
 *Spencerian M
 *Spirit of Missions M
 Springfield City Library Bulletin M
 Stellar Ray M
 *Stock Farm M
 Street's Pandex of the News M
 Success Magazine M 2C
 Sunday School Times M C H P
 *Sunshine Bulletin M
 Taylor-Trotwood Magazine M
 Teachers College Record M
 Technical World Magazine M H
 *Thoroughbred Record M
 Times, London, (Weekly) M
 *Tomorrow M
 Trained Nurse and Hospital Review M
 Transatlantic Tales (and Smart Set) M
 Ueber Land und Meer M
 Uncle Remus's The Home Magazine M
 *U. S. Dept. of Agriculture, Monthly List of Publications M
 *U. S. Dept. of Agriculture, Weather map M
 *U. S. Dept. of Commerce and Labor, Monthly Consular and Trade Reports M
 U. S. Official Postal Guide and Supplement M
 *U. S. Superintendent of Documents, Monthly Catalog M
 Virginia Magazine of History and Biography M
 Vogue M
 Watson's Jeffersonian Magazine M
 *Western Recorder M C H
 Western Teacher C
 *Western Telephone Journal M
 Westminster Review M
 Where is the Information M
 William & Mary College Quarterly M
 Wilshire's M
 *Wine and Spirit Bulletin M
 Wisconsin Free Library Bulletin M

*Gifts.

APPENDIX D—Continued

Woche, Die M H	World's Chronicle (Little Chronicle) 2M P
Woman's Home Companion M	World's Work 4M C H P
Work with Boys M H	Youth's Companion M C H P
World To-day M P	

Daily Newspapers

(Weekly newspapers are listed under Periodicals)

(Arranged by cities)

Atlanta Constitution M C	*Louisville Daily Record M
Baltimore American M	*Louisville, Evening Post 4M C H P
Boston Evening Transcript M	*Louisville Herald 3M C H P
Charleston, News and Courier M	*Louisville Omnibus M
Chicago Daily Tribune M C	*Louisville Times 4M C H P
Chicago Record-Herald 2M	Memphis Commercial Appeal M
Cincinnati Enquirer M	Nashville American M
*Cleveland Citizen M	New Orleans, Times-Democrat M
Cleveland Plain Dealer M	New York, Sun M
*Denver Times M	New York Times 2M C
Detroit Free Press M	Philadelphia, Public Ledger M
Houston Post M	Pittsburgh Post M
Indianapolis News M	Richmond, Times-Dispatch M
Kansas City Star M	Rocky Mountain News M
Kansas City Times-Star M	St. Louis Globe Democrat M
Kentucky State Journal M	St. Paul, Daily Pioneer Press M
*Knoxville Sentinel M	San Francisco Chronicle M
*Lexington Herald M	Springfield Republican M
*Lexington Leader M	Washington, Evening Star M
*Louisville Anzeiger 2M	
*Louisville, Courier-Journal 3M C H P	

*Gifts.

Library Bulletins

42 gifts. Bulletins of which the library subscribes for additional copies are listed also under Periodicals.

Atlanta, Carnegie 2	Millicent
Boston, Public	New Bedford, Free Public
Brockton Public	New York Public 2
Brookline, Public 2	New York State
Brooklyn Public	Newark, Free Public
Cambridge Public	Osterhout Free
Chicago Public	Pittsburgh, Carnegie
Cincinnati Public	Portland, Library Association
Cleveland Public	Pratt Institute Free 2
Decatur Free Public	Providence Public
District of Columbia, Public	Quincy, Free Public
Grand Rapids Public	Rockford Public
Haverhill Public	St. Louis Public
Helena Public	Salem Public
Holyoke	Scranton Public
Indianapolis Public	Somerville Public
Jersey City Free Public	Springfield City
Joliet Public	Wilmington Institute Free
Kansas City Public	Wisconsin Free (Commission)

5
6
7

8

9

10

11



B 84 59.2.20

Fifth Annual Report



OF THE

BOARD OF TRUSTEES

OF THE

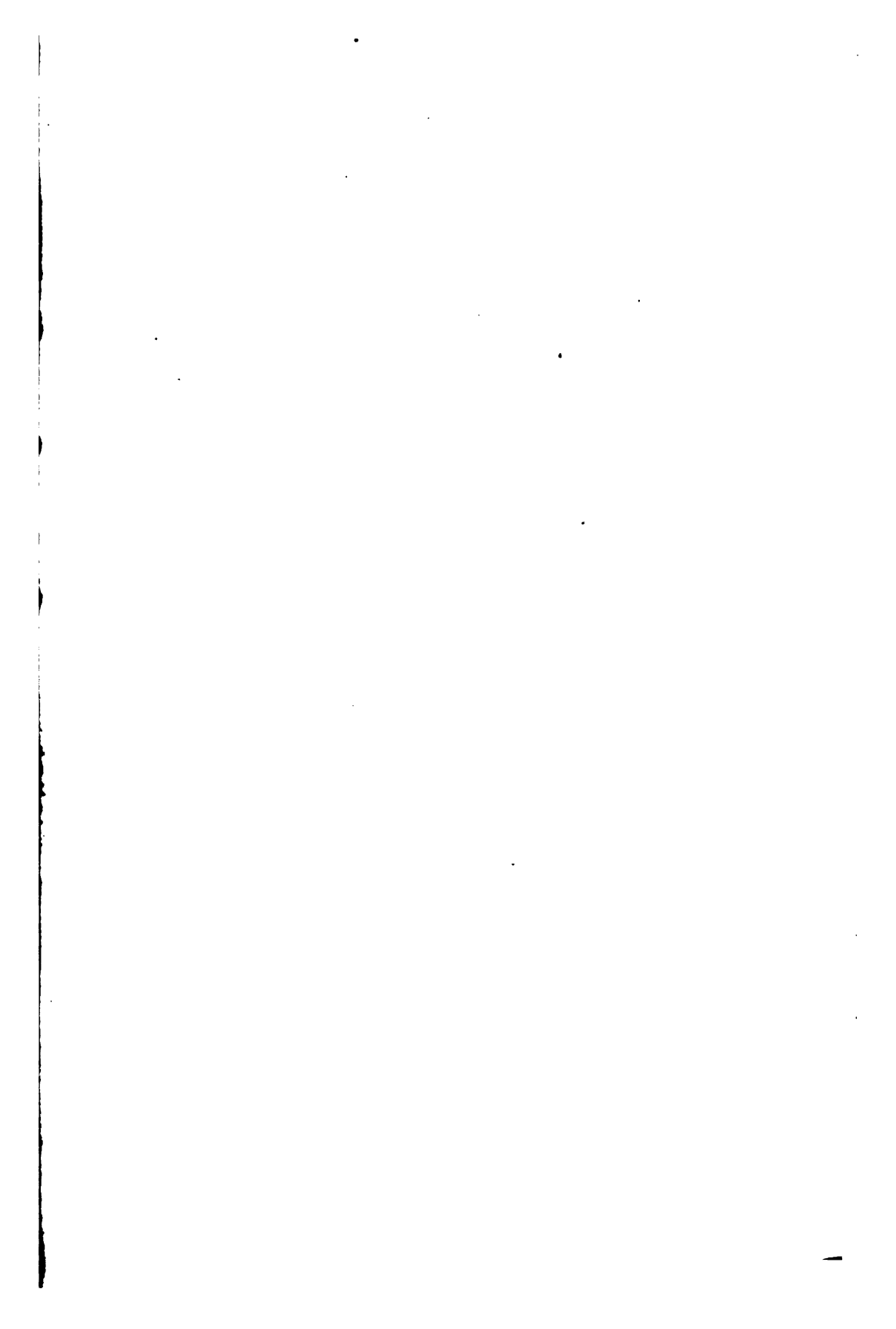
Louisville Free Public Library

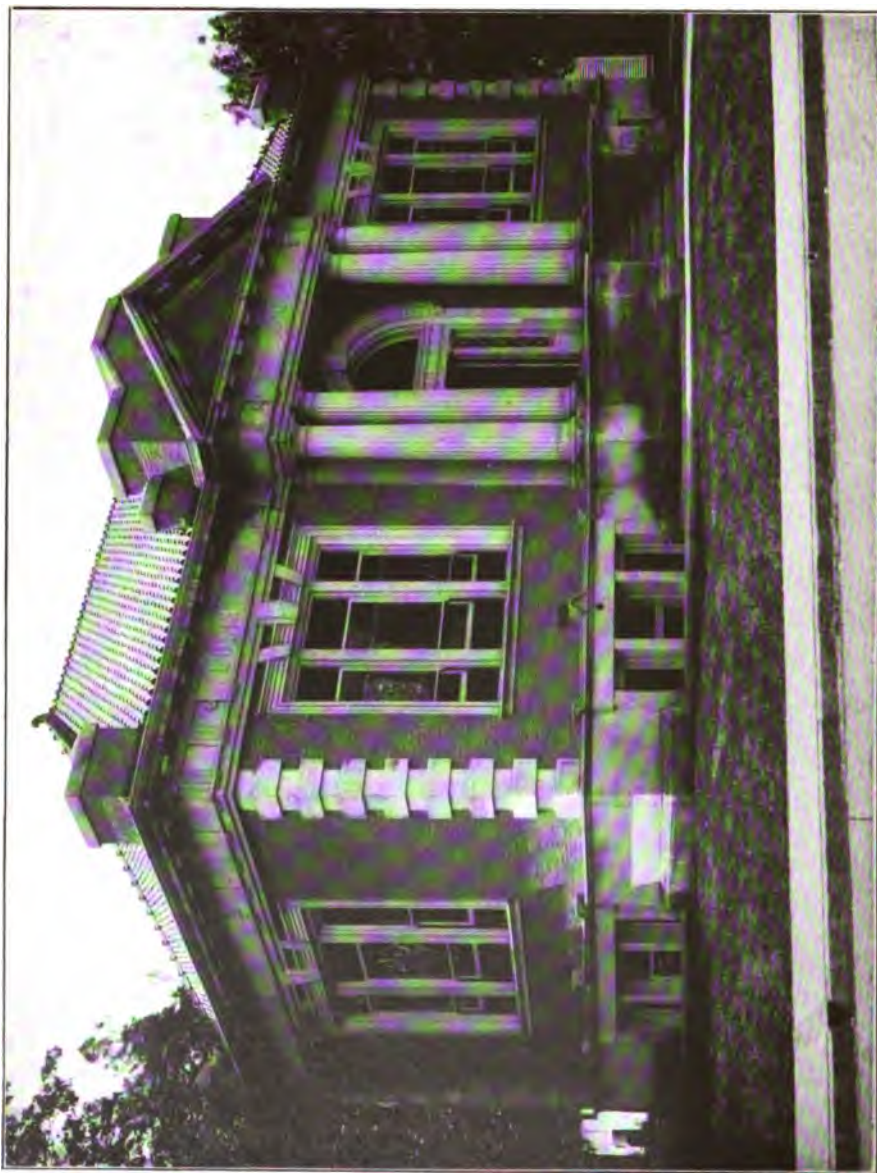
FOR THE

Year Ending August 31
1909

Louisville Free Public Library
Louisville, Kentucky
1910







CRESCENT HILL BRANCH LOUISVILLE FREE PUBLIC LIBRARY

Fifth Annual Report

OF THE

BOARD OF TRUSTEES

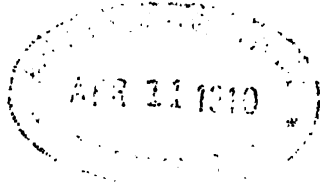
OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31
1909

Louisville Free Public Library
Louisville, Kentucky
1910



The Library

CONTENTS

	Page
Trustees, officers and committees.....	4
Libraries, location and hours.....	6
Library staff.....	7
President's report.....	9
Treasurer's report.....	11
Auditor's report.....	13
Librarian's report.....	15

TABLES

Cost of maintenance.....	14
Buildings and grounds.....	17
Comparative statistics.....	30

ILLUSTRATIONS

	Facing Page
Crescent Hill Branch building exterior.....	1
Colored Branch building exterior.....	25
Parkland Branch building exterior.....	15

LOUISVILLE FREE PUBLIC LIBRARY**Incorporated**

Authorized by the General Assembly of the Commonwealth of Kentucky, act approved 21 March 1902; established by resolution of the General Council of the City of Louisville 12 April 1902; consolidated with the Louisville Public Library of the Polytechnic Society of Kentucky under act of the General Assembly approved 16 March 1902, contract signed 1 November 1904.

BOARD OF TRUSTEES

**Ex-Officio, Term Expires November
1909**

James F. Grinstead, *Mayor of Louisville*

**Term Expires April
1910**

Reuben Post Halleck

William B. Doherty (a)

Owen Tyler

**Term Expires April
1911**

Edgar Y. Mullins

Edward L. Powell

Arthur M. Rutledge

**Term Expires April
1912**

Chas. R. Hemphill

Alfred Pirtle

Frank P. Straus

**Term Expires April
1913**

John Stites

Albert S. Brandeis

W. H. Bartholomew (b)

- a) Appointed July 9, 1909 to succeed Mr. Arthur G. Langham, who died July 5, 1909
 b) Appointed March 3, 1909 to succeed Mr. Nathan M. Uri, who died February 22, 1909

OFFICERS

PresidentJames F. Grinstead
Vice-President Arthur M. Rutledge
SecretaryReuben Post Halleck
Treasurer John Stites

Executive Committee

John Stites
Owen Tyler
Arthur M. Rutledge

Building Committee

Owen Tyler
William B. Doherty
Edgar Y. Mullins
Albert S. Brandeis

Finance Committee

John Stites
Alfred Pirtle
W. H. Bartholomew
Frank P. Straus

Library Committee

Arthur M. Rutledge
Edward L. Powell
Reuben Post Halleck
Chas. R. Hemphill

FORMER TRUSTEES

Paul Caine.....1902-1903*
Thomas U. Dudley.....1902-1904*
John A. Ouchterlony.....1902-1905*
Robert W. Brown.....1902-1908
Bennett H. Young.....1902-1908
Nathan M. Uri.....1902-1909*
Arthur G. Langham.....1902-1909*
Donald Macpherson.....1903-1908*
Chester Mayer.....1905-1908

Mayors Who Were Trustees Ex-officio

Charles F. Grainger.....1902-1905
Paul C. Barth.....1905-1907*
Robert W. Bingham.....1907-1907

*Those starred died during their term of office

THE LIBRARIES

Location and Hours

MAIN LIBRARY

Fourth and York Streets

Opened in temporary quarters 4 May 1905

New building opened 24 July 1908

Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays

William F. Yust, Librarian

HIGHLAND BRANCH

Highland Avenue and Cherokee Road

Opened in temporary quarters 7 January 1905

New building opened 8 February 1908

Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays

Mary B. Pratt, Branch Librarian

COLORED BRANCH

Tenth and Chestnut Streets

Opened in temporary quarters 23 September 1905

New building opened 29 October 1908

Hours: 2 to 9 p. m. daily including Sundays

Thos. F. Blue, Branch Librarian

PORTLAND BRANCH

537 North Twenty-sixth Street

Opened in temporary quarters 18 December 1905

Hours: 2 to 9 p. m. daily including Sundays

Jennie O. Cochran, Branch Librarian

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues

Opened in new building 29 September 1908

Hours: 2 to 9 p. m. daily including Sundays

Helen Lanius, Branch Librarian

PARKLAND BRANCH

Twenty-eighth Street and Virginia Avenue

Opened in new building 15 October 1908

Hours: 2 to 9 p. m. daily including Sundays

Jessie M. Taylor, Branch Librarian

The branches are arranged in the order of their opening.

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on all but four legal holidays for the same hours as on Sundays; they are closed on New Year's Day, Fourth of July, Thanksgiving and Christmas.

LIBRARY STAFF

Librarian William F. Yust
Assistant Librarian Annie V. Pollard
Librarian's Secretary..... Anna F. Hubbuch

Order Department

George T. Settle, *Head*

Jennie M. Flexner (a) Bertha Guntermann
Ella Heffernan Minnie Lunn
Susan B. Shane

Catalog Department

Harriet B. Gooch *Head*

Margaret Norton, *Classifier*

Minnie W. Leatherman (a) Mattiebel Ratcliffe
Maud Tracy Florence Tucker
Lorraine Norris May Wood Wigginton
Marguerite Seeley

Millard Herbert, *Page*

Circulation Department

Annie V. Pollard, *Head*

Esther V. Bakewell (b) M. A. Thomas
Sadie C. Doyle Matilda B. Tyler
William E. Morrow c)

Pages

Harold Stallard Henry Paslick

- a) On leave of absence attending a library school; position temporarily filled by a substitute
- b) Time divided between Circulation and Reference departments
- c) Two positions in this department are being temporarily filled by substitutes

REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its fifth annual report for the year ending August 31, 1909.

This consists of 1) the report of the Treasurer showing all receipts and expenditures; 2) the report of the Auditors certifying that the account books have been correctly kept; and 3) the report of the Librarian summarizing the operations of the library in its various departments and branches.

Two points merit special mention. First, the rapid growth of the library. Five years ago it had neither buildings, nor books; it had nothing but a promise of a donation for a building. To-day it owns property aggregating \$800,000.00 in value. This consists of one main and six branch buildings containing a total of 117,471 volumes. It has a thorough organization including 41 persons on the regular staff, plus 5 pages and 11 janitors. Through its various agencies it circulated last year 564,797 volumes for home use among the people of Louisville. According to the value of its properties, the completeness of its equipment, the variety of its activities and the amount of work accomplished, it therefore ranks among the first libraries of the country.

Although there has been this remarkable development of the institution, there has been very little increase from time to time in the amount appropriated by the city for its maintenance. The revenues derived from the city have been as follows:

1902	levy	1 cent	\$11,855 06
1903	"	4 cents	47,971 09
1904	"	4 "	45,101 61
1905	"	3 "	39,636 76
1906	"	3 "	42,912 92
1907	"	3 "	47,498 39
1908	"	3 "	48,064 52
1909	"	3 "	48,876 18

It will be noticed that the tax levy this year yielded only about \$900 more than it did in 1903 before the library was opened.

The other source of income for the library is the rent from the old public library building. But this is now so heavily mortgaged that after the interest is paid there remains only about \$7,000 net. The cost of maintaining the libraries for the past year was \$65,131.49.

It is evident therefore that, unless this development is to be retarded and the usefulness of the institution hampered, a larger appropriation must be made for the present year.

The Board of Trustees has lost two of its members, both of whom had served continuously since its organization. These are Mr. Uri, who died February 22, 1909, and Mr. Langham, who died July 5, 1909. To the vacancies thus created I as Mayor of the city appointed Prof. W. H. Bartholomew and Dr. William B. Doherty.

Resolutions on the Death of Mr. Uri

This Board desires to express its sympathy to the stricken family and to put on record its own appreciation of the worth and work of Mr. Nathan M. Uri, a most faithful and zealous and thoroughly interested member of this Board for a number of years. He was intelligent in the expression of his conviction, conscientious in the positions for which he stood and eager in his interest for the promotion of the welfare of the Louisville Free Public Library.

Resolutions on the Death of Mr. Langham

The Trustees of the Louisville Free Public Library record with sorrow the loss of Mr. Arthur Granville Langham, a member of this body from its organization. Mr. Langham served through all these years on the Building Committee and in this responsible position as in all the duties laid upon him by the Board, he was wise, faithful and efficient. The members of the Board tender their warmest sympathy to Mrs. Langham and other relatives in this sad and tragic bereavement.

Respectfully submitted

James F. Grinstead
President of Board of Trustees

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1909

Hon. James F. Grinstead, Mayor of the City of Louisville
and President of the Board of Trustees of the Louis-
ville Free Public Library.

Dear Sir: As Treasurer of the Louisville Free Public
Library I would respectfully report the following receipts
and disbursements for the year ending August 31, 1909:

Receipts

From the City of Louisville on account of tax levies for the year		
1902	\$ 32 10	
1903	199 63	
1904	310 55	
1905	333 28	
1906	431 72	
1907	850 68	
1908	5,235 43	
1909	41,482 79	
	<hr/>	\$48,876 18
Rents—Kaufman-Straus Company.....	\$22,299 96	
Miscellaneous rents.....	103 35	
	<hr/>	22,403 31
Fines collected.....		1,259 48
Miscellaneous		181 81
Insurance		257 46
Furniture and fixtures sold.....		103 00
Interest on loans.....		657 22
Andrew Carnegie for branches.....		22,000 00
Bills receivable.....		30,000 00
Borrowed on bills payable.....		10,000 00
		<hr/>
Total Receipts.....		\$135,738 46

Disbursements

Main library building.....	\$ 2,833 33
Branch buildings.....	21,424 23
Pilcher & Tachau, architects.....	25 00
Bills payable.....	10,000 00
Furnishings special.....	19,146 77
Furniture and fixtures.....	1,483 13
Books, binding and rebinding.....	14,852 20
Salaries	33,483 65
Expense	6,538 64
Light, heat, power and water.....	5,552 57
Repairs and improvements.....	1,516 46
Insurance	1,704 84
Interest on mortgage.....	15,630 00
Overdraft at bank, September 1, 1908.....	671 74
Balance cash on hand August 31, 1909.....	875 90
	<hr/>
Total Disbursements.....	\$135,738 46

I file herewith as a part of this report a copy of the report by Turner & Spencer, Auditors, appointed by the Mayor to examine the books, and also Exhibits attached thereto which give the items of all réceipts and disbursements in detail.

Very respectfully,

John Stites

Treasurer

REPORT OF THE AUDITOR

Hon. James F. Grinstead, Mayor City of Louisville.

Dear Sir: Pursuant to instructions, our Mr. Turner has made a thorough audit and examination of the receipts and disbursements of cash of the Louisville Free Public Library for the fiscal year extending from September 1, 1908, to August 31, 1909, and we desire to report that all the receipts and disbursements have been verified in every possible manner and no errors were found.

The Cash Balance of \$875.90 corresponds with the bank pass-book when the checks given and not presented to the bank for payment are considered.

The books are in splendid condition. Thanking you for the confidence, we remain,

Very respectfully,

Turner & Spencer
Auditors

COST OF MAINTENANCE

Main and Branches

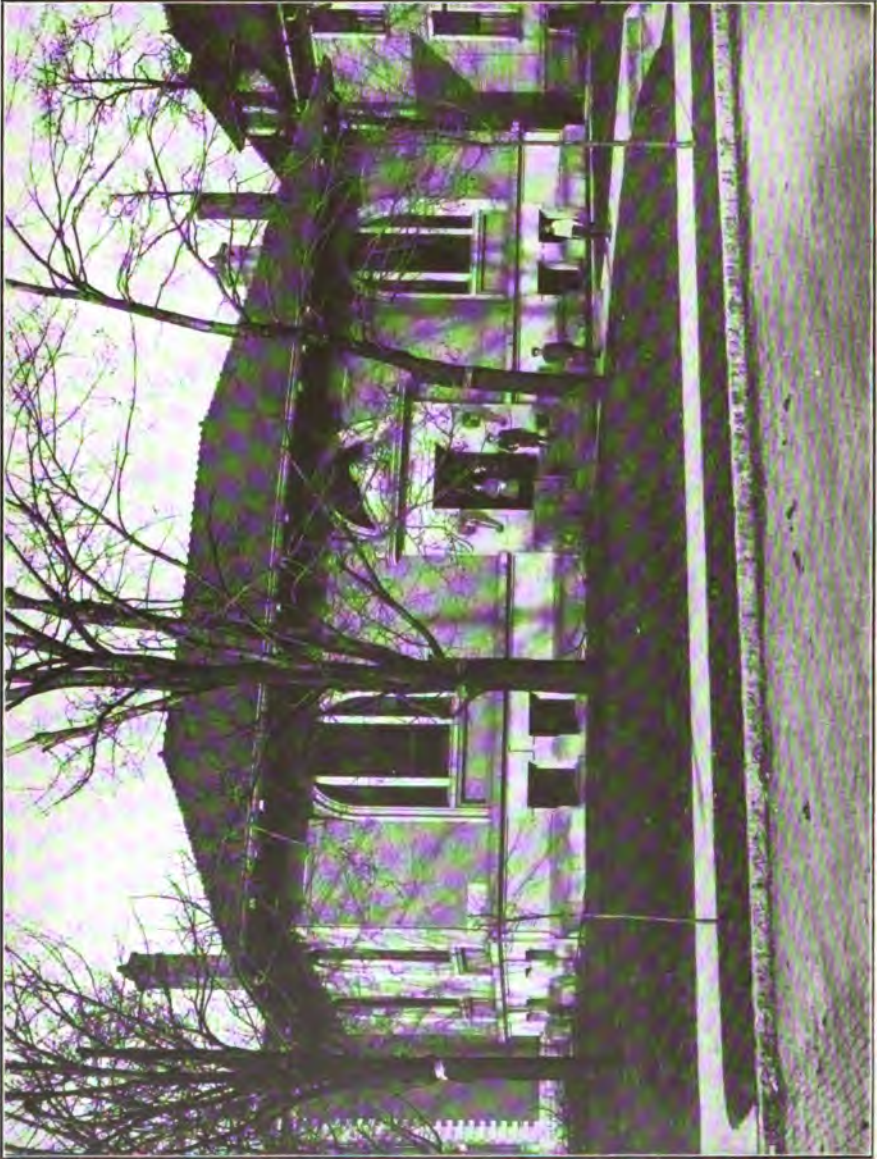
Year ending August 31, 1909

Account	Main	Colored	Highland	Portland	Cr. Hill	Parkland	Totals
Book	\$9,817 07	\$1,305 09	\$ 889 11	\$1,198 72	\$ 778 46	\$ 863 75	\$14,852 20
Expense	4,613 24	527 37	286 20	614 07	231 15	266 61	6,538 64
Light, heat and power	4,297 49	309 66	406 12	15 27	252 70	281 33	5,552 57
Furniture and fixtures	1,040 53	84 90	9 00	107 75	119 80	121 15	1,483 18
Repairs and improvements	1,306 57	70 45	24 50	15 15	34 49	65 30	1,516 46
Pay Roll	26,246 10	1,961 53	1,608 50	1,531 50	991 50	1,144 47	33,483 65
Insurance	1,468 89	30 80	58 50	60 00	45 15	41 50	1,704 84
Totals 1909	\$48,779 89	\$4,289 85	\$3,281 93	\$3,542 46	\$2,453 25	\$2,784 11	\$65,131 49

TOTALS FOR PREVIOUS YEARS.

1908	\$52,030 26	\$3,952 41	\$3,938 32	\$3,726 56	\$2,524 10	\$2,276 26	\$68,447 91
1907	42,351 25	3,018 45	3,211 61	3,296 19	51,877 50
1906	45,271 60	3,323 06	2,785 13	3,087 12	54,471 91





PARKLAND BRANCH LOUISVILLE FREE PUBLIC LIBRARY

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his fifth annual report for the year ending August 31, 1909.

SUMMARY OF STATISTICS FOR THE YEAR

Books accessioned during year.....	13,690
Books discarded, etc. during year.....	1,618
Total books in the libraries.....	117,471
Books cataloged during year.....	21,738
Total books cataloged.....	99,375
Borrowers registered during year.....	8,384
Total borrowers registered.....	42,451
Books issued.....	564,797
Reference topics looked up.....	23,672

Buildings and Grounds. Various minor details on the interior of the main building have been completed. Most important is the grading and sodding of the grounds and construction of walks according to plans prepared by Olmsted Brothers. The open space around the building amounts to almost two acres, not including the streets and sidewalks adjoining on four sides. The streets on three sides have been reconstructed. All of these changes have added greatly to the attractiveness of the grounds.

The entire main plant not including books, paintings and museum collection represents the following investment:

Site	\$110,225 52
Improving grounds.....	8,964 30
Building proper.....	255,550 13
Steel stacks.....	35,434 00
Interior decoration.....	3,060 00
Light fixtures.....	6,594 38
Furniture and furnishings.....	15,786 44
Total	\$435,614 77

Branch Buildings. Of these there are four completed and occupied and the fifth is under construction. The names, location and date of opening of each are given on page 17. The erection of the Crescent Hill, Parkland and Colored branches was completed last year, but the furniture was installed and they were opened this year. They are all beautifully furnished and well equipped.

The Shelby Park Branch at Hancock and Oak streets has been referred to in earlier reports as the Germantown Branch, the name having been changed in October. This building is located at the entrance to Shelby Park. Work on the ground was begun in April, the corner stone was laid with appropriate exercises June 26, and the contract calls for completion next October. The exterior will be entirely of ashlar stone with tile roof. It will be one of the finest of all the buildings as to site, arrangement of rooms and general appearance, and will cost about \$25,000.

The windows and doors on the five new buildings have been provided with copper screens at a cost of \$2,085.40. All of the buildings and grounds are in excellent condition.

BUILDINGS AND GROUNDS

Name and location of library	Size of Site	Cost of Site	Acquisition of Site	Architect	Contractor	Cost of building ^a	Contract signed	Building opened to public
Louisville Free Public Library, Fourth and York Streets	247x420	\$110,225.52	\$18,905 donated by citizens; remainder from Library Fund	Pilcher & Tachau	John Peirce Company	\$325,389.25	August 9, 1906	July 24, 1908
Highland Branch, Highland Avenue and Cherokee Road	51x148x 100x140	\$4,000.00	Donated by citizens	Hutchings & Hawes	Jacob Bornstein	\$81,281.32	November 14, 1906	February 8, 1908
Colored Branch, Tenth and Chestnut Streets	69x120	\$8,105.00	Purchased by Library Board	McDonald & Dodd	Lortz & Frey Planning Mill Co.	\$32,681.96	March 13, 1907	October 29, 1908
Parkland Branch, Twenty-eighth and Virginia Avenue	100x120	\$2,500.00	Donated by citizens	Brinton B. Davis	Jacob Bornstein	\$22,669.32	May 8, 1907	October 15, 1908
Crescent Hill Branch, Frankfort and Birchwood Avenues	100x191	\$2,500.00	Donated by citizens	Thomas & Bohne	Geo. Seadler	\$27,823.21	March 20, 1907	September 29, 1908
Shelby Park Branch, Hancock and Oak Streets	110x120	^b \$1,200.00	Donated by city and citizens	Arthur Loomis	Jacob Bornstein	Not completed	March 30, 1909	

The buildings proper are all the gift of Andrew Carnegie.

a) Including interior decoration, light fixtures, furnishings and improvement of grounds.

b) This is the cost of 50 feet front given by citizens, that is 25 feet on either side of a 60 foot street, which was closed by city ordinance.

Insurance. The library carries \$200,000 insurance on the main building, \$60,000 on four branch buildings, \$85,000 on the contents of these buildings, \$157,500 on the old library building and \$18,000 on the rent of this building, total \$520,500. In five years \$9,772.80 in premiums has been paid on these policies. The main building is of thoroughly fireproof construction. In view of this fact and the small danger from fire in the branch buildings, the Library Board is considering the advisability of carrying its own insurance on the new buildings and their contents.

Staff. The staff has grown from 38 to 41, not including the treasurer's bookkeeper, four pages, five janitors and a night watchman at Main and a janitor at each of the five branches, a total of 57 employees. The regular staff is divided into seven groups: General administration 3 members, Order Department 5, Catalog Department 9, Circulation Department 8, Reference Department 3, Children's Department 3, branches 10; at the Colored Branch 3, at Crescent Hill 1 with an assistant on half time, and 2 at each of the other three branches.

During the main part of the year heads of departments and branch librarians met every two weeks with the librarian to consider the selection of books. A course of 14 lectures on reference work by the Head of the Reference Department was given to a class averaging 17 in attendance. The Director of Children's Work met biweekly with assistant branch librarians to discuss books for children.

Two assistants spent a full school year at library schools and two others took six weeks' summer courses. During their summer vacations 17 members of the staff visited libraries on their travels in other states and one on a trip abroad. The librarian and the heads of the Catalog and Reference Departments attended the annual conference of the American Library Association at Bretton Woods, N. H., June 28 to July 3.

New appointments on the staff are Marguerite Seeley in

October; Elizabeth Finney in October; Florence Hegan in December. Susan A. Fleming resigned in March to become librarian of the Louisville Law Library; Roy Schmidt resigned in June; Minnie W. Leatherman has just been elected Secretary of the North Carolina Library Commission.

Regulations for admission to the library service were adopted by the Board in March. The first examination under the rules was given in June to 32 applicants. From these a training class of 10 members will be formed in September. The system thus established marks a distinct step in advance.

Orders and Accessions. There have been added 13,690 volumes and 4,900 pamphlets; deducting 1,618 volumes lost and discarded, leaves a total of 117,471 volumes now listed in the library accession books. Of the volumes added 12,082 were by purchase and 1,608 by gift.

Book Account. Expenditures under the book account for the last three years are as follows. The distribution of this year's book account among the different libraries is given on page 14.

	VOLUMES		SUBSCRIPTIONS		BINDING		REBINDING	
	No.	Cost	No.	Cost	No.	Cost	No.	Cost
1907...	7,544	\$7,148.23	443	\$1,210.98	784	\$720.93	7,884	\$2,978.75
Ave'ge94		2.73		.91		.40
1908...	14,207	15,543.38	543	1,407.55	852	722.10	9,046	3,857.46
Ave'ge		1.09		2.59		.84		.42
1909...	11,918	10,878.22	640	1,549.07	673	607.75	4,151	1,669.40
Ave'ge91		2.31		.90		.40

a) Not including \$46.21 worth of subscriptions for four months

FIVE YEAR SUMMARY OF VOLUMES IN THE LIBRARIES

Year	Main	Highland	Portland	Colored	Cr. Hill	Parkland	Total
1905	65,707	2,890	640	1,132	70,369
1906	74,341	3,697	2,379	2,797	83,214
1907	80,115	4,574	3,528	4,268	56	13	92,554
1908	85,353	5,881	4,679	5,638	1,907	1,941	105,399
1909	98,265	6,402	5,509	6,911	2,624	2,760	117,471

Gifts. Grateful acknowledgment is made of the 1,234 volumes, 4,473 pamphlets, 396 numbers of unbound magazines, 221 continuances, and 48 miscellaneous articles given to the library. Among the donations are numerous periodicals published outside of Louisville, as well as the local papers, Anzeiger, Courier-Journal, Daily Record, Evening Post, Herald, Times and Eight Hour Printer.

Periodicals. Ten per cent of the book fund, or \$1,595.28, was spent for periodicals. Those currently received number 416 titles; 263 subscriptions and 153 gifts. Duplicated titles make a total of 861 copies; 640 bought and 221 given. The library binds 207 copies of 140 titles when the volumes are complete. The list of titles is practically the same as that printed in the Fourth Annual report pages 69-74, although there is a constant demand for its enlargement.

Marking and Mending. The adding of books to the library, preparing them for circulation and keeping them in proper condition requires a large amount of detail work, of which a few items are given.

	Volumes
Marked with perforating stamp.....	14,866
Book plates, dating slips and book pockets inserted.	26,340
Illustrations stamped.....	2,869
Pages cut.....	1,374
Old labels removed.....	3,622
Special labels pasted on juvenile and open shelf books	9,026
Call number painted on back.....	14,785
Book cards and book plates written.....	13,928
Mended	15,124

Cataloging. There were 16,667 volumes cataloged this year for Main and 5,071 for the branches, total 21,738 volumes. Of those cataloged for Main 8,853 belonged to the old Polytechnic collection. Of the latter there remain uncataloged between five and six thousand volumes of miscellaneous works and some very old sets and 4,300 volumes of the sheep bound set of U. S. Government documents. For these documents there is a separate catalog printed by the government.

Considerable time has been spent marking the cards in the public catalog, so that they will show whether a given book is in the Open Shelf Room, experience having demonstrated the need of such distinguishing mark.

VOLUMES CATALOGED 1905-1909

LIBRARY	For Adults	For Children	Total ^a
Colored Branch.....	3,440	3,610	7,050
Crescent Hill Branch	1,698	913	2,611
Highland Branch	4,073	2,329	6,402
Parkland Branch	1,792	986	2,728
Portland Branch.....	3,645	1,918	5,563
Branch Total	14,648	9,706	24,354
Main	62,674	12,347	75,021
Grand Total	77,322	22,053	99,375

a) Including 3,836 volumes discarded

The card catalogs of the library for public use now consist of 1) In the Delivery Room a full dictionary catalog of authors, subjects and titles of all books for adults at Main and of author entries of books in the Children's Room. 2) In the Open Shelf Room a classed catalog of non-fiction and an author and title catalog of fiction in this room, duplicating no. 1 to that extent. 3) In the Reference Room a catalog of all pamphlets and a list of government pamphlets in department order. 4) In the Children's Room a full dictionary catalog of all juvenile books at Main. 5) In the Catalog Room an author catalog of all cataloged books in the Library of Congress. 6) In each branch a full dictionary catalog of the books in that branch.

The following table shows the number of cards added to the various catalogs this year and the total to date.

	1908-09	Total
Main—Adult	15,268	110,507
Juvenile	1,586	11,412
Open Shelf.....	16,859	16,859
Pamphlet	1,849	3,370
Branches	10,242	58,855
Union shelf list (estimated).....	6,408	53,397
Branch shelf lists (estimated).....	4,000	17,588
Library of Congress deposit catalog....	42,000	392,000
Official catalog.....	9,880	56,869

Circulation. Books have been issued for home use this year from the main library and five branches; from 26 stations, 10 at schools 6 at settlement and neighborhood houses, 6 at playgrounds, 4 at various other places; also through 61 teacher's collections, making a total of 93 agencies for the distribution of books.

FIVE YEAR SUMMARY OF VOLUMES CIRCULATED

Year	Main	Branches	Stations	Total
1905	51,863	17,842	69,705
1906	243,361	77,427	320,849
1907	251,006	109,686	27,157	387,788
1908	266,670	129,893	50,632	447,195
1909	268,851	212,624	83,322	564,797

This year shows an increase of 117,602 volumes, or 26 per cent over last year. Of this increase less than 1 per cent was at Main, 7 per cent through stations and class room collections and 19 per cent at the branches (14 per cent at the two new branches).

Circulation Arranged by Libraries

Library	Volumes
Main Library	
Open Shelf Room.....	174,552
Stack Room.....	28,234
Reference Room.....	2,728
	205,514
Children's Room.....	63,337
Stations and schools (white).....	62,960
	126,297
Colored Branch.....	30,024
Stations and schools (colored).....	20,362
	50,386
Crescent Hill Branch.....	28,584
Highland Branch.....	52,419
Parkland Branch.....	35,066
Portland Branch.....	66,531
	564,797
Total	564,797

Summary

Main	268,851
Stations and schools.....	83,322
Branches	212,624
	564,797
Total	564,797

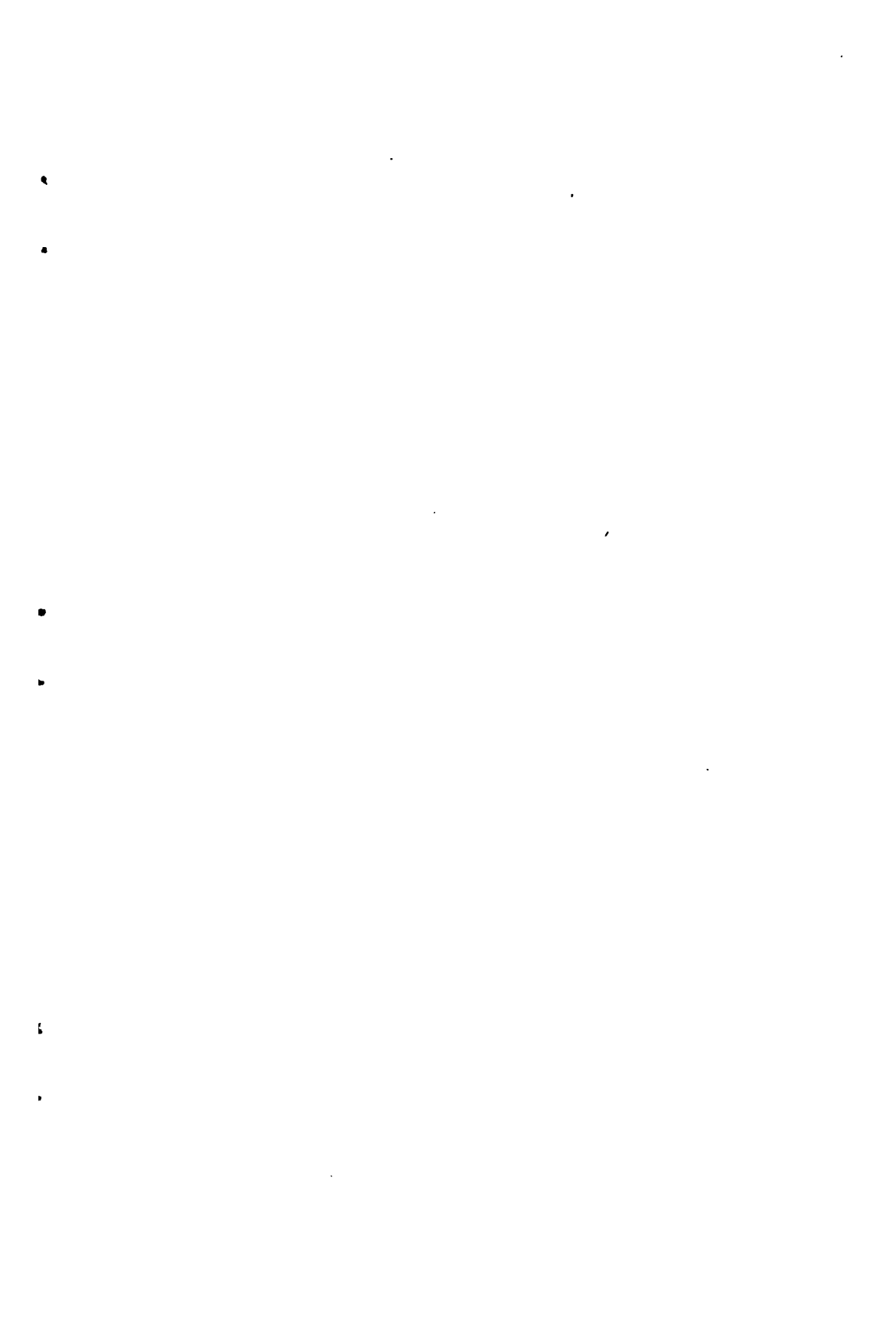
Circulation Arranged by Classes (a)

CLASSES	Main		Branches	
	Volumes	Percent	Volumes	Percent
General Works	235	72
Current Periodicals	14,446	.054	15,517	.078
Philosophy	3,349	.012	918	.004
Religion	3,359	.012	2,517	.011
Sociology	10,108	.038	14,635	.069
Philology	879	.003	3,177	.014
Science	4,199	.015	4,850	.020
Useful Arts	4,699	.017	3,054	.014
Fine Arts	5,893	.022	3,978	.018
Literature	10,766	.040	8,525	.041
History	9,674	.036	10,479	.049
Travel	8,439	.031	7,505	.035
Biography	7,034	.026	5,207	.024
Fiction	180,867	.635	132,129	.622 (b)
Total.....	268,947		212,118	

a) Not including 2,687 volumes in foreign languages, 2,728 volumes circulated from the reference room and 83,322 volumes circulated through stations and class room collections.

b) The percentage of fiction circulated at the branches is Colored 44 per cent, Crescent Hill 67, Highland 68, Parkland 64, and Portland 62.

New members registered, adults.....	3,680	
children	4,704	
		8,384
Names canceled.....		295
Transfers to branches.....		1,645
Transfers from Children's Room.....		193
Duplicate cards issued, adult.....	2,220	
juvenile	633	
		2,853
Total present registration, adults.....	23,615	
children	18,836	
		42,451
Percentage of population (250,000) registered.....		16.9
Volumes per capita drawn for home use.....		2.25
Expenditure per capita.....		\$0.26
Postals mailed reserving books.....		8,482
Notices sent of books overdue, adult.....	9,116	
juvenile	1,287	
		10,403
Fines collected, 2 cents per day on books overdue		
Main, adult.....	\$783 82	
juvenile	121 83	
Branches	353 78	
		\$1,259.48
Cases of contagious diseases reported by Health Office.....		588
Contagious disease notices mailed by the library.....		213





COLORED BRANCH LOUISVILLE FREE PUBLIC LIBRARY

Reference Work. With the cataloging of the old Polytechnic collection nearing completion, the reference resources of the library are in better condition than ever before. In the Third annual report pages 42-46 the requests for information are classified in detail and the sources of supply are outlined. Any volume on the shelves may be used for this purpose, but the more distinctly reference material amounts to 20,556 volumes, or about 23 per cent of the entire main library, and may be classified as follows:

- Material in the Reference Room proper.....5,600 volumes
 - a) Books most used, such as dictionaries, cyclopedias, hand books, atlases, etc.
 - b) More important bound periodicals
 - c) Current periodicals, 349
 - d) Indexes
 - e) Bibliographies printed and typewritten
 - f) Books indexed in Granger's Index to poetry, recitations, etc.
 - g) Special editions of standard authors, 852v.
- Material in the Stack Room.....14,956 volumes
 - a) U. S. Government publications, 4,810v.
 - b) State, municipal and other public documents
 - c) Bound newspapers, 556v.
 - d) Bound magazines
 - e) Transactions of societies
 - f) Other volumes, partly overflow from the } 8,854v.
Reference Room
 - g) Pamphlets

In this department especially statistics can not adequately represent what has been accomplished. A partial record of topics looked up has grown during the last four years as follows: 8,054; 13,439; 15,130; 17,048. Reference lists compiled this year number 170.

Considerable progress has been made in the effort of the library to demonstrate the direct and practical value of the library to men in their daily business. In connection with the Southern Electrical and Industrial Exposition held here in March a handy list was compiled and printed of books in the library on electricity, machine shop practice, foundry practice, plumbing and woodworking. Of this list 5,000

copies were distributed at the exposition and the remainder were through personal visits systematically placed in the hands of men in the various shops and factories of the city. The resources of the library have thus been brought to the attention of many men who were not aware of any relation between books and business, especially their business.

The five branches have 2,058 volumes classified as reference books, or an average of 411 volumes each. Reference work there is mostly with upper grade and high school pupils. The number of recorded topics looked up this year is 6,624.

Work With Children. Of the entire circulation, 245,552 volumes, or 43 per cent, were children's books. This is an increase of 79,195 volumes, or 47 per cent, over last year. Of this increase 4 per cent was at Main, 23 per cent at the branches (18 per cent at the two new branches), 8 per cent through stations and 12 per cent through class room collections. An increase of 4,704 makes a total juvenile registration to date of 18,836. Children's books were distributed through the following agencies:

	Volumes drawn	Children registered
Main Library.....	63,337	11,495
Colored Branch.....	17,676	2,772
Crescent Hill Branch.....	12,914	396
Highland Branch.....	21,408	1,431
Parkland Branch.....	17,971	731
Portland Branch.....	28,924	2,011
Deposit stations (22)		
White (18).....	37,614	
Colored (4).....	16,717	
	54,331	
Class Room Collections (61)		
White (53).....	25,346	
Colored (8).....	3,645	
	28,991	
1909 Total.....	245,552	18,836
1908 " (Main and 3 branches)...	166,357	
1907 " " " ...	128,860	

In November the Head of the Children's Department was appointed Director of Children's work, to have supervision and direction of children's work in all the branches, and the branch assistants were designated as children's librarians. Some results of this modification in the organization are 1) better system in guiding children's reading, 2) more careful book selecting, 3) a regular series of round table meetings for children's workers to discuss books and problems.

Stations and Class Room Collections. These are sent out from the main library only; those for negroes are sent from the Colored Branch. Deposits of 50 to 100 volumes were located in 6 white schools, in 4 colored schools, in 3 settlement houses and in 9 other places, such as missions and playgrounds; a total of 2,775 volumes in the white stations and 841 in the colored stations. In most cases these are in charge of volunteers not on the library staff. During July and August 14 of these agencies were maintained.

There were 61 class room collections of 25 to 40 volumes aggregating 1,660 volumes sent to teachers, who selected the books from the library shelves to be circulated among the pupils in their school rooms.

Guiding Children's Reading. The Story Hour is maintained as a means of directing children's reading. The general topic followed at all the libraries was English history including ballads and legends of England. Outlines of the stories with reference lists were prepared at Main and sent to the branches. Miscellaneous stories were told at schools, city institutions, settlement houses and playgrounds. The stories except in a few instances were told by members of the staff.

Reading, study and debating clubs are also leading to a larger interest in and a better appreciation of good books. Of these there are at Main 4, Highland 1, Portland 3, Colored 4.

Work with Schools is divided theoretically into two classes: first, reference work with teachers and pupils above

the eighth grade, which goes to the Reference Department proper; second, work with teachers and pupils in the grades, which is done by the Children's Department. In practice the division is not rigidly observed, especially in the branches, where there are no separate departments.

In the grades it comprises in general 1) the circulation of books at the libraries, at the stations and through the class room collections; 2) reference work; 3) the story hour; 4) visitation of schools for the purpose of explaining the aims, methods and resources of the library. The 91 talks thus given this year and the large amount of practical assistance given to teachers are proving potent means for establishing closer relations between the libraries and the schools, for increasing the circulation and for bringing books to people in remote corners of the city.

Branches. Branch development for the year has been unusually large. The Crescent Hill and Parkland branches opened in new buildings in September for the first time. In October the Colored Branch was moved into a new building from the temporary quarters where it had been conducted since September 1905. In May the Trustees appropriated \$17,500 for a second Colored Branch building to be erected in the eastern colored section as soon as a suitable site can be secured.

There are now five branches in operation, four of them in new buildings. The Portland Branch is still in rented quarters, very little progress having been made toward securing a site for a permanent building. The Shelby Park Branch building now under construction is to be completed early in the next fiscal year. See page 16.

The following table gives a view of the branch activity and its relation to the library work as a whole. The 212,624 volumes issued at the branches are 87 per cent of the entire circulation. They therefore circulate more than one third of all the books drawn, although they contain less than one fifth of the books in all the libraries. This is due in part to the fact that the main library has a large number of "dead

books," that is books which are seldom if ever taken out; whereas at the branches the books are new, "live books." This is further emphasized by the fact that in the branches each volume went out an average of 11 times, whereas the average at Main is only 4.

The readers at the branches are also more active than those at Main, except at the Colored Branch, which has the largest proportion of members who "join" and then make little use of their membership. There are however more members at this branch who do their reading in the building. An interesting fact is the large average number of books per reader drawn at the Crescent Hill and Parkland branches, which were recently opened, where they are still somewhat of a novelty. The registration at these two branches is 1,980, of which 1,280 are transfers from other libraries, nearly all from Main.

Comparative Statistics

	Colored Branch	Cross Hill Branch	Hickland Branch	Parkland Branch	Portland Branch	Branch Total	Main Library	Grand Total
Volumes in libraries <i>a</i>	7,050	2,611	6,402	2,728	5,563	24,354	75,021	99,375
Percent of total volumes.....	.07	.026	.064	.02	.055	.235	.754	100
Registration.....	4,886	658	3,330	1,322	3,639	13,835	28,616	42,451
Percent of total registration.....	.115	.01	.07	.03	.085	.31	.674	100
Circulation.....	50,386 <i>b</i>	28,584	52,419	35,066	66,531	232,986	331,811 <i>c</i>	564,797
Percent of total circulation.....	.088	.056	.09	.06	.11	.398	.587 <i>c</i>	100
Average circulation per volume.....	7	10	8	12	11	9.5	4	5
Average circulation per reader.....	10	43	15	26	18	16	11	13
Percent of fiction circulated.....	.44 <i>d</i>	.67	.68	.64	.62	.62	.673 <i>d</i>	.65 <i>e</i>
Reference topics looked up.....	1,867	370	1,332	598	2,457	6,624	17,048	23,672

a) Cataloged volumes, omitting public documents and other uncataloged books

b) Including 20,362 volumes circulated through colored stations and class room collections

c) Including 62,960 volumes circulated through white stations and class room collections, which amount to 11 per cent of the total circulation

d) Includes only books circulated at the building

e) Does not include circulation at stations of which no record by classes is kept

Inventories of the Open Shelf, Stack, Reference and Children's rooms show 890 volumes "missing and unaccounted for." Some of these will probably be found, but the number as it stands represents the loss of four and a half years, or 197 per year; this is one per cent of the total number of books included in the inventory, or one lost for every 1,196 volumes circulated. The loss is greater this year than in any previous years. These figures are for the main library only. At the three branches, where readers have unrestricted access to all the books, only 76 have been lost since their opening, or one for every 4,668 volumes circulated.

Publications issued were as follows, not including mimeographed lists and business forms:

Fourth annual report of the Board of Trustees of the Louisville Free Public Library. 74p. O plates (500 copies).

Colored Branch, Louisville Free Public Library (Brief description of building and work) 4p. D plate (5,000 copies).

Bulletin of the Louisville Free Public Library. October 1908—May 1909. Vol. 1, nos. 3-7, p. 27-95; vol. 2, no. 1, 48p. D.

Lists of recent additions. No. 3, 3,000 copies; no. 4, 3,000 copies; no. 5, 1,500 copies; no. 6, 4,000 copies; no. 7, 2,000 copies; vol. 2, no. 1, 2,000 copies.

List of Practical books in the library on electricity, machine-shop practice, foundry practice, plumbing and wood working. 32p. T (10,000 copies).

Distributed at Southern Electrical and Industrial Exposition and in various factories and shops.

Publicity. There were 510 newspaper clippings about the library added to the library scrap-book, which now fills two quarto volumes. This includes only one copy of articles, which appeared simultaneously in various papers. Lists of books added to the library are printed weekly by the four English daily papers.

Books for the Blind. A donation of 107 volumes has been received from the Kentucky Institute for the Blind. The library now has 72 volumes in New York point and 40 volumes in raised letter. Efforts will be made to add to this number and to place the books in the hands of the blind readers of the city.

Extension of Library Privileges. In November the free use of the library, heretofore confined to residents of the city, was extended to all teachers and pupils in any school or educational institution in Jefferson County.

Meetings of Clubs and Societies in the libraries reached 159; at Main 78, held by 6 clubs, which meet regularly and 22 public lectures and meetings of various organizations; at the branches, 59 miscellaneous meetings. The new stereopticon recently added to the library's equipment is giving excellent service.

Art Exhibit. The Louisville Art Association held its first free exhibit in the Art Room June 1 to 19. The attendance was 5,200. Several exhibits of a similar character are planned for the coming year.

The library was opened May 6, 1905. The first report covering a full twelvemonth was for the year ending August 31, 1906. Since then the number of volumes drawn for home use has increased 76 per cent. Other features of the work show a similar expansion. With this large growth in quantity has come a corresponding improvement in the quality of the service rendered. This has been made possible by the wisdom and liberality of the trustees and the faithful endeavors and hearty co-operation of the members of the staff.

Respectfully submitted

William F. Yust

Librarian

INDEX

This indexes only the more important topics and includes reports 1 to 5, that is, it covers not only the present report but also the four previous reports. The figures in heavy face type refer to the number of the report and those in lighter type to the page. For example, 4:27 means page 27 in the fourth annual report.

-
-
- Access to shelves, see Open shelves**
Accessions 1:19, 2:74, 3:32, 4:27, 5:19
Accounts 2:31, 3:30, 4:21
A. L. A. Catalog 2:33
Apprentices 1:16, 3:24
Art Room 4:24; exhibit 5:
Auditors' reports in reports 1 to 5
Blind, books for the 2:25, 5:32
Board of Trustees, officers and committees 5:4; also in reports 1 to 4
 Resolutions on the death of John A. Ouchterlony 2:13
 Donald Macpherson 4:9
 Nathan M. Uri 5:10
 Arthur G. Langham 5:10
Book envelope 2:43
Book purchases. See reports of Order department
Branches, policy of trustees 1:35, 2:12, 55; **Carnegie's gift for buildings** 2:11; **progress in construction** 3:28, 4:17, 5:28
 Colored Branch reports 1:38, 2:61 (illus.), 3:60, 4:51; **floor plans** 3:82; **exterior view** 5:25
 Crescent Hill Branch site donors 3:73; **floor plans** 3:84; **exterior view** 5:frontispiece; **reports** 3:63, 4:55
 Highland Branch reports 1:36 (illus.), 2:56, 3:53, 4:46 (new building opened); **floor plans** 2:84; **exterior view** 3:frontispiece
 Parkland Branch floor plans 3:86; **exterior view** 5:15; **reports** 3:63, 4:55
 Portland Branch reports 1:38, 2:59 (illus.), 3:57, 4:50
 Shelby Park (Germantown) Branch reports 3:64; 4:55, 5:16
 General report 5:28; **comparative statistics** 5:30
Buildings. Old main building, alterations 1:15; **floor plans** 1:42; **remortgaged** 3:10
 New main building, site donors 1:46; **begun** 1:16; **floor plans** 1:43, 2:81; **plans described** 2:19; **progress on** 2:10, 3:22; **opened** 4:17; **cost** 5:15
 Building and grounds table 5:17
 See also Branches
Bulletin of additions 4:32
Carnegie gifts, main 1:9, 12; **branches** 2:11
Catalog cards, deposit of Library of Congress 1:24, 3:37, 4:32
Catalog department reports 1:23 (illus.), 2:35, 3:34, 4:29, 5:27
Catalogs on cards, list of for public use 5:22
Charging system 1:30
Chess Club 2:25, 4:24
Children's department reports 1:34, 2:51 (illus.), 3:48, 4:41 (illus.), 5:26
Circulation arranged by libraries 5:23; **arranged by classes** 5:24
 detailed statistics in reports 1 to 4
Circulation department reports 1:23 (illus.), 2:41, 3:38, 4:33 (illus. 17, 33), 5:22
Class room collections 3:52, 4:44, 5:27
Contagious diseases 2:44
Cost of maintenance 2:16, 3:19, 4:16, 5:14
Depreciation of books 4:15
Disbursements and receipts. See Treasurer's reports
Donors. See Gifts
Extension of library privileges 5:32
Finances 3:22, 4:17. **See also Accounts, Cost of maintenance, and Treasurer's reports**

- Gifts** 1:21, 46, 48, 2:32, 76, 3:32, 73, 74, 4:27, 64, 5:20
Guiding children's reading 5:27
 See also **Story hour**
History of library 1:9
Hours of opening 1:30, 3:25, 5:6; children's room 4:21
Illustrations. Main building, exterior 4: frontispiece. See also separate departments and branches
Insurance 5:18
Inventory 2:24, 5:31
Jamestown and Boonesboro Day 3:29
Kentuckiana 2:34
Kentucky libraries 2:27
Kentucky Library Conference 3:28
Lecture rooms, use of 4:22, 5:32
Librarian, resignation and election 1:11
Louisville authors 3:27
Louisville libraries 2:26
Louisvillianiana 1:22
Marking and mending 5:20
Medical department 2:26; 3:27
Meetings of clubs and societies in libraries 5:32
Museum 2:25
Moving to new building 4:17, 27
Open shelves 1:29 (illus.), 2:43, 3:40, 4:36 (illus. 33)
Order department reports 1:18, 2:28, 3:30, 4:25, 5:19
Pages 3:40
Pamphlet cataloging 4:31
Periodicals 5:20; current for circulation 2:44
Petty cash account 4:14
Pictures mounted for circulation 2:53, 3:52
Polytechnic collection of books 1:20, 3:35; volumes cataloged 4:31, 5:21
Polytechnic Society, merger 1:15; room 2:25
Popular books 2:34
Presidents' reports page 9 in reports 1 to 5
Printing. See **Publications**
Public documents 1:21, 2:33
Publications and printing 1:22, 4:23, 5:31
Publicity 1:22, 2:24, 3:26, 4:22, 5:31
Receipts and disbursements. See **Treasurer's reports**
Reference department reports 1:30 (illus.), 2:45, 3:41, 4:36 (illus.), 5:25
Reference questions and resources classified 3:42, 5:25
Registration rules 1:29; at branches 2:45; borrowers classified 3:39
Salary schedule 4:20
Schools, work with 2:50, 51, 54, 3:42, 46, 51, 52, 4:44, 5:27
Secretary to Board, librarian as assistant 3:29
Site for main building, contributions to 1:46; Crescent Hill 3:73
Staff 1:16, 2:21, lectures 41, 49, 3:23, lectures 37, 47, 4:19, 5:18; examination for admission 5:19; organization of 5:7, also in reports 1 to 4
Standard authors collection 3:46
Stations, deposit 2:54, 3:50, 4:43, 5:27
Story hour 2:54, 3:52, 4:45, 5:27
Summer privileges 3:40
Sunday opening 2:23, 3:25
Supplies, method in buying and distributing 3:30
Tax levy 1:10, 5:9
Teachers' library and room 3:52, 4:44
Technical books, list printed and distributed 5:25
Treasurer's reports 1:13, 2:15, 3:12, 4:12, 5:11
Vacations 3:25; and absences 4:21

B. 259.2.20

Table

6

Sixth Annual Report

OF THE



BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

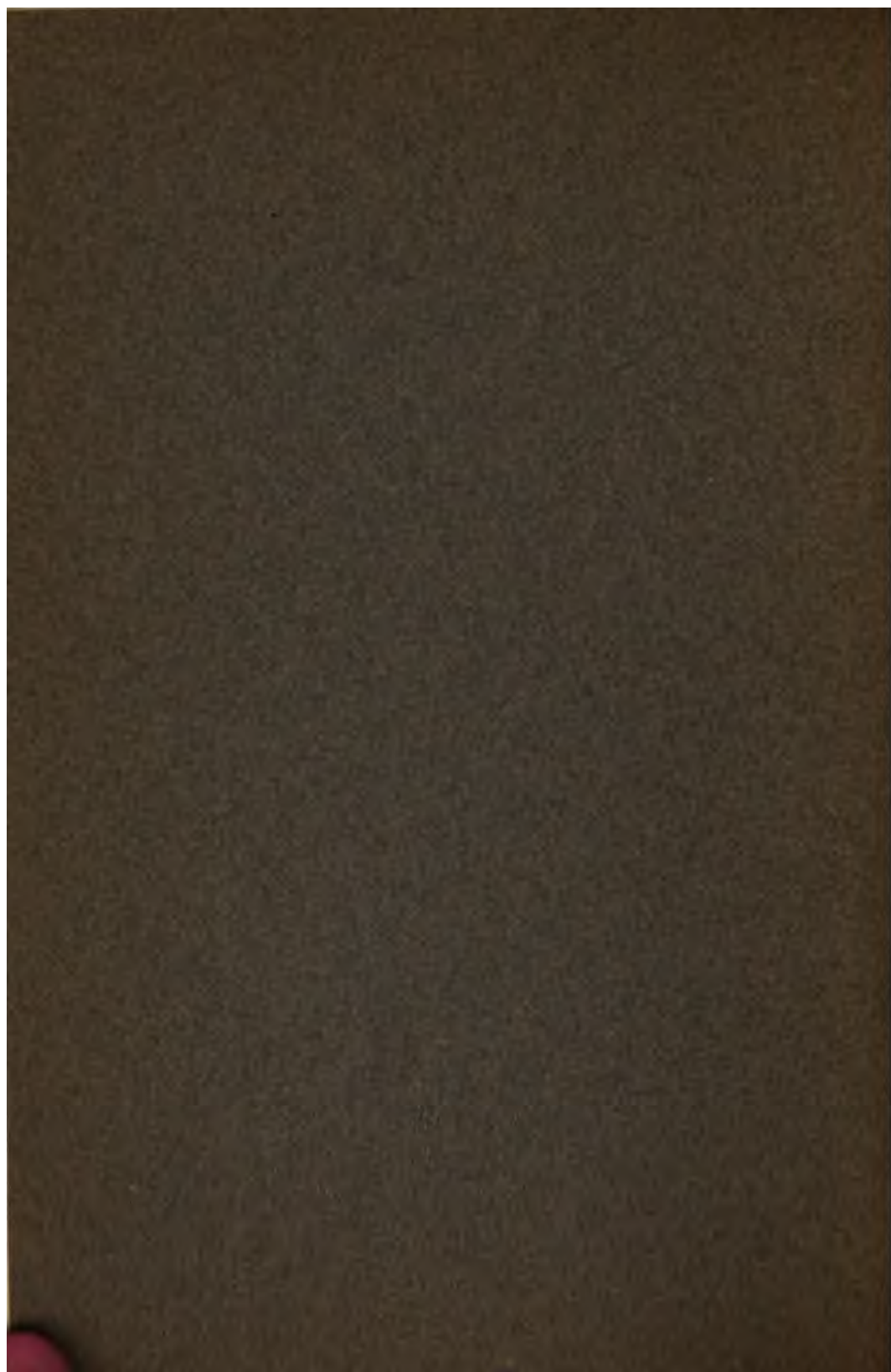
Year Ending August 31

1910

Louisville Free Public Library

Louisville, Kentucky

1911



Sixth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

Year Ending August 31

1910

Louisville Free Public Library

Louisville, Kentucky

1911



The Editor

CONTENTS

Trustees, officers and committees	4
Libraries, location and hours	6
Library staff	7
President's report	9
Treasurer's report	11
Auditor's report	14
Librarian's report	16

TABLES

Cost of maintenance	15
Circulation chart	26
Comparative statistics	82

LOUISVILLE FREE PUBLIC LIBRARY

Incorporated

Authorized by the General Assembly of the Commonwealth of Kentucky, act approved 21 March 1902; established by resolution of the General Council of the City of Louisville 12 April 1902; consolidated with the Louisville Public Library of the Polytechnic Society of Kentucky under act of the General Assembly approved 16 March 1902, contract signed 1 November 1904.

BOARD OF TRUSTEES**Ex-Officio, Term Expires November****1913***William O. Head, Mayor of Louisville***Term Expires April****1911**

Edgar Y. Mullins

Edward L. Powell

Arthur M. Rutledge

Term Expires April**1913**

Chas. R. Hemphill

Alfred Pirtle

Frank P. Straus

Term Expires April**1913**

John Stites

Albert S. Brandeis

W. H. Bartholomew

Term Expires April**1914**

Bennett H. Young

Edward J. O'Brien

John J. Davis

*Louisville Free Public Library***THE LIBRARIES****Location and Hours****MAIN LIBRARY**

Fourth and York Streets
 Opened in temporary quarters 4 May 1905
 New building opened 24 July 1908
 Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays
 William F. Yust, Librarian

HIGHLAND BRANCH

Highland Avenue and Cherokee Road
 Opened in temporary quarters 7 January 1905
 New building opened 8 February 1908
 Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays
 Mary B. Pratt, Branch Librarian

COLORED BRANCH

Tenth and Chestnut Streets
 Opened in temporary quarters 23 September 1905
 New building opened 29 October 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Thos. F. Blue, Branch Librarian

PORTLAND BRANCH.

537 North Twenty-sixth Street
 Opened in temporary quarters 18 December 1905
 Hours: 2 to 9 p. m. daily including Sundays
 Jennie O. Cochran, Branch Librarian

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues
 Opened in new building 29 September, 1908
 Hours: 2 to 9 p. m. daily including Sundays.
 Sallie T. Berryman, Branch Librarian

PARKLAND BRANCH

Twenty-eighth Street and Virginia Avenue
 Opened in new building 15 October 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Jessie M. Taylor, Branch Librarian

The branches are arranged in the order of their opening.

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on all but two legal holidays for the same hours as on Sundays; they are closed on the Fourth of July and Christmas.

REPORT OF THE PRESIDENT

To the General Council of the City of Louisville:

The Board of Trustees of the Louisville Free Public Library has the honor to submit its sixth annual report for the year ending August 31, 1910.

The growth of the institution in resources and achievements indicates that our educational progress is keeping pace with our commercial development. Its influence is manifest in our practical business affairs as well as in the higher life of the city.

It will be seen from the table below that the annual cost of maintenance is considerably larger than the amount raised by taxation. The difference has heretofore been made up by the income from the rent on the old Public Library building. The library under the present lease, which expires January 1, 1913 should receive in rental from that building \$23,200 gross. Of this amount \$15,500 is paid out annually for interest on the mortgage on the property. This year papers were signed providing for the renewal of the lease on its expiration at the advanced rate of \$36,000 a year. The new lease is for a period of 12 years, at the end of which the property is to be revalued and a 15 year lease made on an 8 per cent income basis. In several years this will provide a substantial increase in the library's revenue.

The income from the tax levy as compared with the cost of maintenance has been as follows:

	Receipts	Cost of Maintenance
1902 levy 1 cent	\$11,855 06	-----
1903 " 4 cents	47,971 09	-----
1904 " 4 "	45,101 61	-----
1905 " 3	39,636 76	-----
1906 " 3 "	42,912 92	\$54,471 91
1907 " 3 "	47,498 39	51,877 50
1908 " 3 "	48,064 52	68,447 91
1909 " 3 "	48,876 18	65,131 49
1910 " 3½ "	60,557 68	66,191 21

The city tax levy for library purposes was raised this year from 3 cents, which has been the rate since 1904, to 3½ cents. The rent from the old Public Library build-

ing has also been enlarged somewhat by the income from the fifth floor, which was formerly occupied by the library. But even with these increases the actual amount for maintenance was about the same as for several years previous owing to the fact that hitherto there has generally been considerable income from interest or a balance in the form of cash or bills receivable.

In April as usual three Trustees' terms of office expired, Prof. R. P. Halleck, Mr. Owen Tyler and Dr. William B. Doherty. To these three vacancies I as Mayor of the City appointed Messrs. Edward J. O'Brien, John J. Davis and Col. Bennett H. Young.

The Treasurer, the Auditor, and the Librarian in the following pages present a complete account of the condition and activities of the library. These reports are commended to your consideration.

Respectfully submitted

W. O. Head

President of Board of Trustees

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1910

Hon. W. O. Head, President Board of Trustees
 Louisville Free Public Library.

Dear Sir:

As Treasurer of the Louisville Free Public Library, I would respectfully report the following receipts and disbursements for the year ending August 31, 1910.

Receipts

Balance September 1, 1909		\$875 90
City of Louisville		
Collected on 1902 taxes.....	\$ 13 92	
1903 taxes.....	117 50	
1904 taxes.....	185 46	
1905 taxes.....	252 90	
1906 taxes.....	412 04	
1907 taxes.....	667 02	
1908 taxes.....	1,083 40	
1909 taxes.....	5,664 30	
1910 taxes.....	52,161 14	
Total from city		60,557 68
Rents		
Collected from Kaufman-Straus Co.	\$11,599 98	
Miscellaneous rents collected	169 92	
		11,769 90
Fines collected at all libraries	\$ 1,678 32	
Reserves, collected at all libraries	12 57	
Books, collected for rebinding	\$7 20	
Books, collected for lost books.....	43 92	
		51 12
Light, collected for light furnished	44 73	
Expense and sundry receipts	157 52	
Salaries, refund on salaries	5 70	
Furniture and fixtures refund	38 77	
Interest on bank deposits	163 86	
Andrew Carnegie, donations for branches.....	12,500 00	
Bills payable	22,500 00	
		37,152 59
Total receipts for year		\$110,356 07

Disbursements

Main building	\$	1,539	89
Shelby Park Branch		8,100	00
Bills payable paid on money borrowed.....		22,500	00
Furniture and fixtures		1,542	06
Books and operating expenses			
Books and periodicals	\$	12,273	12
Binding and rebinding		3,650	85
			<u>15,923 97</u>
Salaries, librarian and assistants	\$	30,209	49
Salaries, janitors		4,470	98
			<u>34,680 47</u>
Expenses		5,869	52
Light, heat and power		5,439	73
Repairs and improvements		2,051	57
Insurance		683	89
Interest on mortgage	\$	7,750	00
Interest on loans		201	61
			<u>7,951 61</u>
Total disbursements for year	\$	106,282	71
Balance in bank		4,073	36
			<u>\$110,356 07</u>

The Louisville Public Library have failed to pay over to us any part of the rent since February 1, 1910.

They have paid the interest due June 1, 1910, and ought to have on hand a balance, which balance belongs under contract to this Board as of the 31st of August, 1910, of \$3,849.98.

We have paid out of the money belonging to the Louisville Free Public Library on account of the Louisville Public Library Building since the payment for rents to us have been stopped:

For account of Insurance	\$	353	82
For Incidentals		181	75
For Repairs and Improvements		972	13

We have closed Building Account for the Main Library, Highland, Parkland, Colored and the Crescent Hill branches,

leaving the only open account, the Shelby Park Library, which is not yet completed, but for which we have on hand enough money to complete.

We have received from Mr. Carnegie for Branch Libraries \$129,500, leaving undrawn of his subscription for account of Branch Libraries \$70,500. Under the arrangements which the Board has made, three more buildings should be erected out of this money, one in Portland, one somewhere north and west of Eighteenth and Walnut streets, and the Colored Branch in the eastern part of the city, somewhere in the vicinity of Breckinridge and Jackson streets.

I file herewith as part of this report a copy of the report of Turner & Spencer, Examiners, showing in detail all money received from September 1, 1909, to August 31, 1910, and make it part hereof, marked "Exhibit B," together with a statement of the assets and liabilities of the Louisville Free Public Library as of this date, marked "Exhibit C."

Respectfully

John Stites

Treasurer

REPORT OF THE AUDITOR

Hon. W. O. Head, Mayor City of Louisville.

Dear Sir: In compliance with instructions, our Mr. Turner and his assistants have made a thorough audit of the books and accounts of the Louisville Free Public Library.

The Receipts and Disbursements of Cash for the fiscal year (September 1, 1909 to August 31, 1909) were verified in every possible manner and same found correct. The cash balance September 1, 1910 of \$4,073.36 agrees with the bank pass-book when the outstanding checks are taken into consideration.

The audit proved satisfactory to us in every way and the books are in splendid condition.

Thanking you for the confidence, we are

Yours respectfully

Turner & Spencer

Auditors

COST OF MAINTENANCE

Main and Branches

Year ending August 31, 1910 (a)

Account	Main	Colored	Highland	Portland	Crescent Hill	Parkland	Totals
Book	\$9,648 98	\$1,405 49	\$1,072 72	\$1,847 70	\$1,185 60	\$1,268 53	\$15,928 97
Expense	8,708 53	428 86	807 12	768 75	811 29	880 98 (b)	5,869 52
Light, heat and power	4,850 96	242 51	274 24	12 75	276 12	284 15	5,489 78
Furniture and fixtures	1,828 16	25 85	65 51	65 90	22 80	34 85	1,542 06
Repairs and improvements	1,817 88	55 44	61 89	21 52	80 82	65 07	2,051 57
Salaries	28,820 08	1,782 00	1,185 85	1,488 25	822 78	1,165 08	80,209 49
Janitors and labor	2,906 98	364 00	350 00	180 00	320 00	350 00	4,470 98
Insurance	501 27	24 87					(b) 688 89
Totals	\$48,077 18	\$4,828 02	\$3,316 33	\$3,824 87	\$2,968 41	\$3,494 16 (b)	\$66,191 21

TOTALS FOR PREVIOUS YEARS

1909	\$48,779 89	\$4,289 85	\$3,281 98	\$8,542 46	\$2,458 25	\$2,754 11	\$66,181 49
1908	52,080 26	3,952 41	3,938 82	8,726 56	2,524 10	2,276 26	68,447 91
1907	42,851 25	3,018 45	3,211 61	8,286 19			51,877 50
1906	45,271 60	3,828 06	2,785 18	8,087 12			54,471 91

(a) Expenditures under Building and Interest accounts, will be found in the Treasurer's report on page 12.

(b) These totals include \$28.99 for expense and \$158.95 for insurance on Shelby Park Branch.

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY.

Gentlemen: Your librarian herewith submits his sixth annual report for the year ending August 31, 1910.

The work of the year has been larger and better than ever before. There has been an increase in the value of the library property, in the number of books it possesses, in the number of citizens enrolled as members, in the number of books drawn for home use, in the amount of thorough investigation pursued by scholars, in the number of meetings held in the class rooms and lecture rooms, in the efforts made and results accomplished in advertising and popularizing the libraries and extending their usefulness.

Summary for the Year

Books accessioned during year	15,727
Books discarded etc. during year.....	4,873
Total books in the libraries	128,325
Books cataloged during year	16,896
Total cataloged books in the libraries	107,652
Borrowers registered during year	7,612
Total borrowers registered	41,277
Books issued	600,159
Reference topics looked up	24,795

Buildings. Two years after the occupation of the main building the last payment has finally been made to the contractors and the architects. The delay was due to the defects in the ventilation system, the responsibility for which was fixed on the architects after numerous investigations and committee meetings. The conditions are still unsatisfactory and will remain so until an exhaust system is installed, which is estimated to cost about \$4,000.

At the Highland Branch some damage was done by leaks from the cornice gutters during the heavy snows. The main floor ceiling and walls will have to be redecorated. With the exceptions noted the buildings are all in first class condition.

At Shelby Park, the fifth branch building, the general con-

tract and those for heating and plumbing are completed with the exception of a few minor details. The architect is preparing specifications for interior decoration, light fixtures and shelving. Furniture and other furnishings will be installed as soon as funds for the purpose are provided. This building is one of the handsomest of its kind ever built.

The vexed question of a site for the Portland Branch building brought about the appointment of a Special Committee in September, which considered the needs of the West End in its relation to the main library and the Portland Branch. The Committee finally recommended the site at Twenty-eighth and Bank streets for the Portland Branch and the Board in May voted to erect a building there as soon as a clear title to the site is presented to the Library.

A committee of citizens of the West End is endeavoring to arrange for a site in that vicinity, where the Board is contemplating the erection of another branch building.

Staff. There are 41 members on the staff, the same as last year, not including the treasurer's bookkeeper, five pages, five janitors and a nightwatchman at Main and a janitor at each of the five branches, a total of 58 employees. The regular staff is divided as follows: General administration 2 members, Museum 1, Order Department 6, Catalog Department 8, Circulation Department 8, Reference Department 3, Children's Department 3, branches 10; the latter 10 are divided thus: at the Colored Branch 3, at Crescent Hill 1 with an assistant on part time and 2 at each of the other three branches.

The most important change on the staff was the resignation in March of Marilla W. Freeman, Reference Librarian, to accept a similar position in the Free Public Library of Newark. She was succeeded by Caroline Q. Fullerton as Acting Reference Librarian. Jennie M. Flexner was transferred to the Circulation Department and is succeeded in the Order Department by Laura M. Hirst. William E. Morrow of the Circulation Department resigned to accept a position with the Commercial Club and was succeeded by Ambrosia Thomas. Sallie T. Berryman was chosen Branch Librarian at Crescent Hill to succeed Helen Lanian, whose death occurred in October. Other appoint-

ments are Jesse McDaniel, Ella C. Warren and Ann R. Hoeffle in the Circulation Department, Josie McCormack in the Order Department and an additional page in the Children's Department.

During a part of the year regular meetings were held every two weeks by the librarian with heads of departments; also occasional meetings with branch librarians; the Director of Children's Work conducted a bi-weekly round table with branch assistants. All of the assistants attended some of the meetings of the Inter-State Library Conference and seven went to the annual conference of the American Library Association. In the course of the year, chiefly during vacations, 15 members of the staff visited 31 libraries in 12 other states and two on an extensive trip abroad.

Training Class. The first training class of nine members was conducted from September to December for 12 weeks. Lectures were given by the librarian and heads of departments on the chief phases of library work: general lectures 5; orders, accessions and binding 13; cataloging and classification 44; circulation 5; reference 13; work with children 18; total 96. In connection with each lecture problems were assigned; the work done by each person was examined and returned with corrections; and regular practice work was done by each member in each department. From those who made satisfactory records recommendations were made for permanent appointments.

The results are highly satisfactory. Six members of the class have been appointed to permanent positions by the Board and others are serving as substitutes from time to time. In January a rule was adopted which makes necessary a greater amount of agreement between the Board, the Library Committee and the Librarian in the making of appointments. Admission to the library service is thus placed on a basis which insures the selection of those who are best qualified to render efficient service.

The second training class will be formed this fall from those who passed the examination in June.

Physical Culture for Library Assistants. The Board has approved the librarian's recommendation to open a class in physical culture for the women on the staff this fall. The intention is to meet twice a week at 5 p. m., the library to furnish a room and an instructor, the assistants to supply themselves with personal equipment. It is hoped in this way to provide opportunity for and a strong incentive to regular exercise, which is essential to the health of all library workers.

Orders and Accessions. There have been 15,727 volumes and 8,904 pamphlets added; of these 12,151 were bought and 2,454 were given; 4,873 volumes have been discarded, leaving a total of 128,325 volumes now listed in the accession books. Of these 99,930 are at the main library and 28,395 are at the five branches.

VOLUMES IN THE LIBRARIES 1909-1910

	Main Library	Highland Branch	Portland Branch	Colored Branch	Cr. Hill Branch	Parkland Branch	Total
Last Report	98,265	6,402	5,509	6,911	2,624	2,760	117,471
Added '09-10	9,794	840	1,185	1,588	1,122	1,258	15,727
	108,069	7,242	6,644	8,494	3,746	4,018	133,198
Discarded '09-10	8,129	408	458	735	88	110	4,878
Now in libraries	99,930	6,839	6,186	7,759	3,708	3,908	128,325

VOLUMES IN THE LIBRARIES 1905-1910

Year	1905	1906	1907	1908	1909	1910
Volumes	70,369	83,214	92,554	105,399	117,471	128,325

Book Account. Expenditures under the book account this year were as follows. How the amounts were divided among the various libraries is shown on page 15.

	Volumes	Pamphlets	Binding	Re-binding	Serials	Total
Number	12,151	1,184	627 $\frac{1}{2}$	7,769 $\frac{1}{2}$	706	
Cost	\$10,543 90	\$82 89	\$558 15	\$3,097 70	\$1,646 88	\$15,928 97

Gifts. The library received as donations 2454 volumes, 7720 pamphlets, 1062 numbers of unbound magazines, 237 continuances and 50 miscellaneous articles, all of which are gratefully acknowledged. Special mention should be made of the local papers, *Anzeiger*, *Courier-Journal*, *Daily Record*, *Evening Post*, *Herald*, and *Times*.

Periodicals. Thirteen per cent of the book fund, or \$1,646.33, was spent for current periodicals. The list contains 445 titles; 268 subscriptions and 177 gifts. This includes magazines, library bulletins and newspapers, 44 dailies, 104 weeklies, 234 monthlies and 64 quarterlies. Many of these titles are duplicated in different departments and branches, making a total of 943 copies; 706 bought and 237 given. The library binds regularly 204 copies of 144 titles.

Binding. The large growth in the use of the libraries has caused such an increase in the wear and tear of the books that an additional assistant has had to be secured for the work of mending and rebinding. On account of the poor binding of so many new books, some of which should go to the bindery before they are circulated, it continues to be necessary to spend an extremely large part of the book fund for rebinding. On the other hand the quality of the binding which is now being done for the library under contract could hardly be surpassed for the price.

Marking and Mending. A few items are given to illustrate the large amount of mechanical work done in adding books to the library, preparing them for circulation and keeping them in suitable condition for use.

	Volumes
Marked with perforating stamp.....	17,103
Book plates, book pockets and dating slips inserted	16,296
Illustrations, maps, etc. stamped	2,905
Cardboard covers put on magazines, pamphlets, etc.	2,074
Call numbers painted on backs	11,865
Title pages, etc. typewritten	320
Mended	16,925
Discarded	4,873

Cataloging. In addition to classifying and cataloging the regular additions to the library the recataloging of the Polytechnic books has been finished with the exception of the newspaper files and a few odd volumes; the books in embossed type for the blind, 287 volumes, and the collection of music have been cataloged. A report on the cataloging of two school libraries is given on page 30. The shelf list in the Open Shelf Room has been rearranged and additions made so as to form a brief alphabetical catalog of authors and titles in that room, which has greatly increased its use by readers and assistants. The marking of the cards in the public catalog to show which of the books are in the Open Shelf Room has been completed. This change has also facilitated the finding and the delivery of books to the public, while the assistance given to searchers at the catalog has done much toward popularizing this technical part of the library organism.

Total volumes cataloged (a)	16,896	107,652
Volumes cataloged for main library	10,544	79,710
Volumes cataloged for branches	6,352	27,942
Shelf list cards made	7,930	61,327
Catalog cards filed	25,028	205,802
Official catalog cards filed	11,661	68,530
Cards filed in L. C. deposit catalog.....	34,212	426,212

a) Not including 8,619 volumes which have been discarded.

Registration. Cards issued to borrowers are good for five years. The first cards issued at the opening of the library in 1905 therefore began to expire in May of this year, and re-registration has been going on since that time. Readers have not re-registered as rapidly as old numbers have been canceled. This reduces the size of what is called the "total registration," as the following table shows, but it gives with greater accuracy the number of cards actually in use.

Circulation. Books have been issued for home use this year from the main library and five branches; from 22 deposit stations and from 164 class room collections, making a total of 192 centers for the distribution of books.

Year	1905	1906	1907	1908	1909	1910
Volumes issued	69,705	320,849	387,788	447,195	564,797	600,159

The increase in circulation this year is 35,362 volumes, or 6 per cent over last year. The branches show an increase of 6 per cent, the stations and class rooms collections 38 per cent, while at the main library there was a decrease of 3 per cent, due in part to the increases mentioned.

Circulation Arranged by Libraries

Library	Volumes issued
Main Library	
Open Shelf Room	173,589
Stack Room	21,151
Reference Room	2,628
Order and Catalog departments	1,045
	<hr/>
Children's Room	60,899
Stations and classroom collections sent from main library	86,305
	<hr/>
	198,413
Colored Branch	29,871
Stations and classroom collections sent from this branch	28,999
	<hr/>
	58,870
Crescent Hill Branch	34,424
Highland Branch	52,178
Parkland Branch	40,852
Portland Branch	68,418
	<hr/>
Total	600,159

Summary of Volumes Circulated

Main	259,312
Stations	40,543
Classroom collections	74,761
	<hr/>
	115,304
Branches	225,543
	<hr/>
Total	600,159

Circulation Arranged by Classes (a)

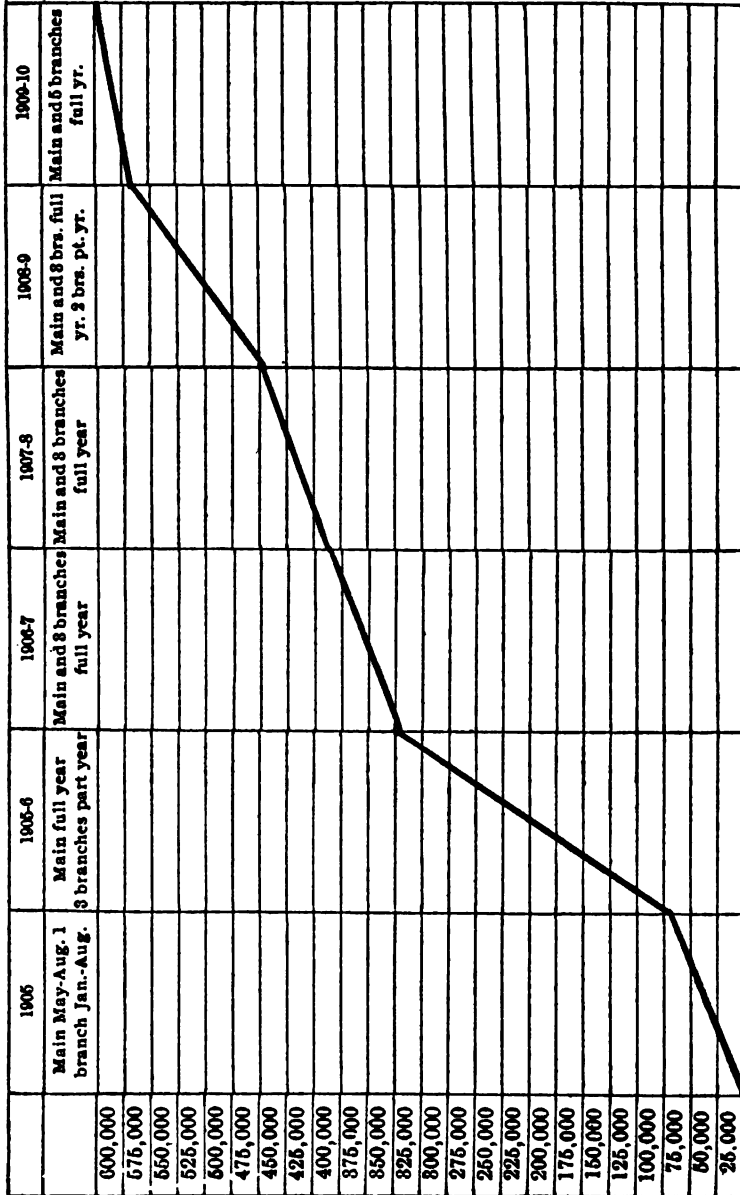
Classes	Main		Branches	
	Volumes	Percent	Volumes	Percent
General Works.....	309	.001	97	.000
Current Periodicals.....	14,707	.057	21,396	.095
Philosophy	3,313	.013	1,093	.004
Religion	3,696	.014	2,574	.011
Sociology	10,335	.040	15,551	.069
Philology	791	.003	2,489	.011
Science	4,147	.012	4,911	.021
Useful Arts.....	5,448	.021	3,342	.014
Fine Arts	5,815	.022	4,594	.020
Literature	11,185	.044	8,140	.036
History	8,888	.035	9,472	.042
Travel	8,451	.033	6,872	.030
Biography	7,456	.029	4,981	.022
Fiction	169,136	.666	139,505	.619
Total	253,677		225,017	

a) Not including 2,488 volumes in foreign languages, 2,628 volumes circulated from the reference room, 1,045 volumes circulated from the order and catalog departments, 113,119 volumes circulated through stations and classroom collections and 2,185 through adult stations.

The accompanying chart shows how the number of books circulated has increased with great rapidity and regularity since the opening of the library in 1905. The increase the past year however has been very small. And yet this small increase is worthy of note in view of "The general decrease in circulation reported from libraries throughout the country." Among the causes assigned for this decrease are fewer unemployed people, the moving picture shows and the commercial libraries which lend new fiction at the rate of two cents a day. Of these two cent libraries there are six in this city and they circulated this year probably about 90,000 volumes. Of this circulation a large portion would have gone through the public library, if it had introduced the duplicate pay collection, which has been found so satisfactory in many other places. The importance of having this circulation go through the public library lies not so much in the nature of the books circulated as in the enlarged circle of users of the library and the resulting opportunities for usefulness.

Stations. The deposit stations having proven so effective in reaching children in remote and out of the way districts, it was decided to try similar stations for adults. Nine of these were established: in Morton Church Home, Girls' Friendly societies of St. Andrew and Christ churches, Sylvia Avenue Graded School, Eastern and Western high schools, Wesley Settlement House, Ballard's Mill and Chicle Gum Factory. In this way some of the advantages of the library have been brought within reach of persons who do not have convenient access to the main library or to any of the branches. From these nine adult stations 2,185 volumes were circulated, while 38,358 volumes were drawn from the 13 juvenile stations.

CIRCULATION CHART 1905-10



Each broad vertical column stands for a fiscal year ending August 31. Each horizontal space represents a circulation of 26,000 volumes. The irregular line shows the annual growth in circulation, which this year amounted to 600,169 volumes.

Reference Work. Additions to the reference material at Main amount to 2,811 volumes, consisting of special reference books, bound magazines and newspapers, standard authors, and public documents, making a total of 23,436 volumes in the reference collection. The current periodicals in the Reference and Newspaper rooms number 42 dailies, 99 weeklies and 262 monthlies and quarterlies.

The approximate record of topics looked up at Main is 17,313, an increase of one and a half per cent ; at the branches 7,482, an increase of 12 per cent. There were 192 reading lists and bibliographies prepared for clubs, institutions and individuals, of which 26 were published in the newspapers and 30 were printed for general distribution. This does not include the regular weekly lists of additions and numerous minor compilations in various departments and branches. Among these was one on Municipal gas franchises, which was called forth by the proposed merger of local lighting companies ; others were on the Bible as literature, Sidewalk obstructions, Increase of land values in the South, Renaissance period in art, Health and environment of school children, Publicity in educational matters, Stories of American politics, and References for the collection of birds mounted in Central Park. These are only a few examples to illustrate the practical nature of the service which is being rendered.

Larger and more systematic assistance was given this year to teachers and pupils of the public schools and to educational institutions generally. At the beginning of the year an educational bulletin was printed for distribution, outlining the reference resources of the library and the ways in which it may be of assistance to teachers and schools. The distribution of this bulletin was supplemented by talks in the high schools giving additional information and suggestions. As in previous instances there was a ready response to this kind of extension work.

Requests from individuals and organizations outside the city and the state have again been numerous. These demands are supplied in accordance with the usual inter-library loan regulations whenever possible.

In April a circular letter was mailed to the 600 physicians of the city calling attention to the arrangements whereby im-

portant volumes, not in this library but desired by its patrons, may be sent here from the Library of Congress and from the Library of the Surgeon General at Washington. As a result the calls for books from these national libraries have increased. Catalogs of both of these institutions may be consulted in this library.

The resignation of Marilla W. Freeman was a conspicuous loss to the library. She had been Reference Librarian since its opening and had rendered efficient service in its organization and development. Her successor, at present Acting Reference Librarian, is Caroline Q. Fullerton, who has served acceptably during the same period in the capacity of first assistant in the Reference Room.

Work With Children. The 265,297 volumes of children's books circulated constitute 44 per cent of the entire circulation. This is an increase of 19,745 volumes, or 8 per cent over last year. This increase is entirely in the class room collections, the circulation of which increased from 28,991 volumes to 74,761, or 157 per cent. This is due to the fact that these class room collections have now completely superseded the juvenile deposit stations at the public schools. There has been a slight decrease in juvenile circulation at the main library and at each of the branches. The number of children registered as borrowers has increased 3,000, making a total of 21,455. Children's books were distributed from the following centers:

	Volumes drawn	Children registered
Main Library	60,899	11,044
Colored Branch	16,248	3,216
Crescent Hill Branch	12,338	403
Highland Branch	20,273	1,385
Parkland Branch	15,845	747
Portland Branch	26,575	2,056
Deposit Stations (13)		
White (9)	25,590	
Colored (4)	12,768	
	<u>38,358</u>	
Class-room Collections (164)		
White (126)	58,530	
Colored (38)	16,231	
	<u>74,761</u>	
	<u>113,119</u>	
Total	265,297	18,851

Story Telling. The Story Hour course followed at each of the libraries comprised Norse myths for the younger children and stories from national epics for older children. Stories were told at 146 meetings in the libraries and to 59 classes in the public schools.

So much interest in this subject was manifested by parents and teachers, who asked permission to attend the regular Story Hour, that it was decided to have one for adults. The experiment was a great success and resulted in the organization of the Story Tellers' League, consisting of parents, teachers, kindergartners and others interested. The league held large and enthusiastic meetings once a month. A similar league has been formed at the Colored Branch. Although the telling of good stories has many merits, the library uses it specially as a means of directing children's reading. Other means employed by the library in addition to personal assistance are to be found among the numerous clubs conducted at the libraries. These are further mentioned on page 37 under the head of "Meetings in the libraries."

Work with Schools. This has increased in volume and definiteness. In addition to book distribution, reference and extension work, which have been fully described in previous reports, much has been done this year toward bringing about a closer co-operation between the libraries and the schools. Larger use has been made of the Teachers' Room by the teachers and more assistance has been given them through personal interviews, preparation of book lists, issuing of bulletins and visitation of schools. Three educational bulletins have been issued, number 1 calling attention to the privileges accorded to teachers and to the special room set aside for their use; number 2 outlining the assistance which the library is prepared to render to teachers and schools in reference work; and number 3 defining the purpose and method of managing class room libraries.

Two methods have been in use for supplying books to schools, one through deposit stations of 50 to 100 volumes each, the other through class room collections of 25 to 40 volumes each. The stations are for the use of the entire school and are arranged for by the principal. Class room collections selected by individual teachers are under their own care and supervision and are

for the use of the pupils in their own school rooms. The latter plan gives greater freedom to each teacher in choosing the books and in directing their use; it also provides a better guarantee for the proper use and safe return of the books. The stations have been gradually displaced by the class room collections.

Cataloging School Libraries. A request was received from the Normal School authorities for assistance in cataloging their library of 653 volumes. The work was done by catalogers from our staff with some minor help from the students. The school now has a correct catalog of its books, which thus serves as a model for those who will later as teachers come into close relations with the public library. In cataloging these books the public library therefore rendered an immediate service to the normal school and through it to the public schools.

On the same principle the pedagogical library of 762 volumes in the new administration quarters of the School Board was cataloged by this library. The school authorities have under consideration the appointment of a librarian to have charge of this collection.

Lectures at the Normal School. A course of 15 lectures on the methods and resources of the library was given to the senior class of the Normal School by the respective department heads: 9 lectures on work with children, 3 on reference work and 3 on cataloging and classification. The course with some modifications was repeated to the junior class in the spring. Printed outlines of each lecture and in some instances lists of books were distributed to the members of the class. In connection with the lectures problems were assigned, quizzes held, and papers submitted were carefully criticised and graded. At the library the class was given a practical demonstration of the methods presented in the lectures.

Vacation Reading for Pupils. In June the public schools in co-operation with the library prepared three reading lists of about 100 titles each for pupils in the grades. The lists were distributed on the last day of school and with them an attractive card inviting children to the library, where all the books are to be found and where assistance is gladly given in finding and using them. The lists were issued by the school and the invitations by the library.

It was hoped in this way to assist those who wish help and to direct into useful channels some of the time and energy which under the vacation system is wasted. A considerable number of the lists were used as intended. The full results of the plan can not be determined at present. More will be known in September, when the pupils who followed the outlines are to meet with the assistant superintendent.

Branches. The five branches circulated 225,543 volumes, or 37 per cent of the total books issued for home use. This is a total gain of 6 per cent over last year. Each branch shows an increase except the Highland Branch, where there is a slight decrease. The largest gain was at the Crescent Hill Branch, which increased 20 per cent. The growth in reference work has been larger, the number of recorded topics looked up being 7,482, an increase of 12 per cent. Most of the inquiries came from the pupils in the public schools. This feature of branch work as well as some others could be enlarged and improved by a system of daily deliveries from the main library.

A very large growth in branch activity is in the use made of the lecture and class rooms by clubs and societies. Some of these are under library supervision, others are independent organizations for the study of literature, history and social questions, debating societies, civic improvement leagues, mothers' clubs, etc. The Colored Branch has 5 such organizations, Crescent Hill 6, Highland 3, Parkland 4, Portland 5. A general summary of meetings is given on page 37.

The work at each branch is similar to that at the main library, but on a much smaller scale. A report on buildings including branches is given on page 16. Branch figures on various other subjects will be found under the respective headings dealing with the libraries as a whole. The ordering of all books and supplies and the classifying and cataloging of all books for the branches is done at Main. The cost of this work is included under Main in the "Cost of maintenance table" on page 15. Some comparisons of the branches with one another and with the main library are given on the following page.

Louisville Free Public Library

Comparative Statistics

	Colored Branch	Cres. Hill Branch	Highland Branch	Parkland Branch	Portland Branch	Branch Total	Main Library	Grand Total
Volumes in libraries (a)	7,557	3,654	6,777	3,927	6,127	27,942	79,710	107,652
Percent of total volumes070	.088	.062	.085	.086	.259	.740	100
Card holders registered	5,501	1,298	3,561	2,423	4,568	17,846	28,981 <i>b</i>	41,277
Percent of total registration18	.081	.086	.088	.11	.42	.57 <i>b</i>	100
Volumes circulated	58,870 <i>c</i>	84,424	52,178	40,652	68,418	254,642	345,617 <i>d</i>	600,169
Percent of total circulation098	.067	.086	.067	.113	.424	.575 <i>d</i>	100
Average circulation per volume	7	9	7	10	11	9.1	4	5
Average circulation per reader	10	26	14	16	14	14	14	14
Percent of fiction circulated41 <i>e</i>	.67	.67	.68	.60	.619	.666 <i>e</i>	.644 <i>f</i>
Reference topics looked up	1,676	802	1,881	1,280	2,378	7,482	17,818	24,795

(a) Cataloged volumes, omitting public documents and other uncataloged books and discarded volumes; the latter were not deducted last year.

(b) Represents those who use Main only. Many members of white branches use Main also.

(c) Includes 28,999 volumes circulated through colored stations and class room collections.

(d) Includes 86,805 volumes circulated through white stations and class room collections, which amount to 14 percent of the grand total circulation.

(e) Includes only books circulated at the building.

(f) Does not include circulation at stations of which no record by classes is kept.

Five Year Celebration. The fifth anniversary of the opening of the library to the public was celebrated May 5. There were simple decorations and music appropriate for keeping "open house" and visitors were assisted to inspect the library thoroughly. The departments exhibited five year summaries of work done, together with posters and bulletins showing the various activities of the library. The occasion brought together many regular patrons and also some who had never been here before. A small four page folder was printed for the event and widely distributed giving compactly a large amount of information about the five year old library system.

Contagious Disease. Through the co-operation of the city Health Office more stringent regulations have been established to guard against the possible spread of contagion through books. The method of procedure now involves the following steps: 1) Each of the libraries, main and branches, receives daily from the Health Office a copy of its school reports giving the addresses of all reported cases of contagious disease; 2) the main library sends to each of these addresses a notice not to return library books until the house has been fumigated, including a request that the author and title of each book in the house be promptly reported to the library; 3) the Health Office is notified of the number of books in each house; 4) the district inspector after fumigating the house places a slip in each book certifying that the book has been disinfected before its return to the library. In case of doubt books are also disinfected at the library. Printed forms are used in all notices. During the year 613 cases were reported to the library. Every citizen is requested to co-operate with the Health Office and the Library in this undertaking, for in this way only can it be made effective.

Publicity. Under this head are included all the means employed to bring the library and its resources to public attention through the medium of the printed page, such as newspaper notices, separately printed pamphlets, folders, book lists and large quantities of material issued on the multigraph. More advertising has been done this year than in any two previous years combined.

Quarto sized blank books are kept in which are mounted all local newspaper clippings concerning the library and its activities. In these books 358 columns of matter were entered this year, consisting of 708 separate items, weekly lists of books added, reading lists on special subjects, signed articles, reports of meetings held in the different libraries, etc.

Through the regular printing shops the library issued 14 publications in 73,050 copies; on the multigraph it issued 36 weekly one page lists of additions, 13,150 copies; 26 one page reading lists on special topics, 12,345 copies; 17 brief postal sized lists for children, 7,500 copies; 18 invitations to lectures and meetings in the libraries, 5,575 copies; 12 programs for the same, 2,375 copies; 21 letters and circulars of information, 7,295 copies. All of these publications have been distributed entirely free. The weekly lists of additions are mailed to and posted in a number of stores, factories, banks, offices and institutions. Only the more important of these publications are listed below.

Fifth annual report of the Board of Trustees of the Louisville Free Public Library. 34 p. O plates (500).

Catalog of the paintings and statuary in the Louisville Free Public Library. 8 p. S (3000).

Prevention of tuberculosis. (List of books 2 x 6 in. 2000.)

Educational Bulletin. Sq. Q. (No. 1 Sep. 200; No. 2 Oct. 600. Bulletin No. 3 was issued on the multigraph.)

Christmas books for children recommended by the Louisville Free Public Library. 16 p. S (5000; 7100 additional copies ordered by 30 other libraries)

Stories of American politics. 4 p. S (5000).

List of ninety-nine of the best novels. (Slip 2½x15 in. folded to form book mark, 5000.)

What to do in vacation. (Slip 3½x5½ in. 10,000.)

Five year celebration at the Louisville Free Public Library. 4 p. T (20,000).

Who owns the library? 4 p. T (2,000, same as preceding, with different introduction).

The above were issued through the regular printing shops.

The following were issued on the multigraph as one page lists, $7\frac{1}{2} \times 9\frac{1}{2}$ inches in size. The figures refer to the number of copies made.

Child study through stories about children	400
Influence of reading in the training of children	500
Books for parents	500
Home occupations	500
Books in the German language recently added to the Public Library	500
Stories boys like	1,000
Stories of the sea	620
Books recently added to branches	475
List of school readers in Teachers' Room	100
Books for older girls	500
Mrs. A. L. Wister's German translations	750
Some references for the committee on reading and literature..	200
Dumas series	1,500
Books on advertising in the library	200
Some books for the Sunday-school teacher	250
Automobile books	300
Some books for teachers	550
Stories of the West and out-door life	500
Woman suffrage	250
Books on gardens and gardening	300
Some books popular with men	200
Some interesting specimens in the museum	1,700
Some recent Kentucky State documents	350
Some books on aeronautics in the library	350
Some less-known fiction worth reading	800
Books for hot weather reading	300

Co-operative Printing of Book Lists. In December the library issued a 16 page classified list of "Christmas books for children recommended by the Louisville Free Public Library." The list was the same as that issued by the Cleveland Public Library in 1907 with the substitution of 20 recent titles. Institutions on the library mailing list were notified that by ordering while the type was still set up they might obtain copies with their own imprint at very low rates. As a result 7,100 copies were ordered by 30 libraries in all parts of the country. This method of co-operation, which thus commended itself to these libraries, could be used to advantage in the preparation and publication of other lists.

Books for the Blind. Several noteworthy gifts have been received this year, making 287 volumes in the collection. Of these 161 volumes are in line letter and 126 volumes in New York point. The books have been classified and cataloged. The catalogs have been embossed for the library by the Kentucky Institute for the Blind. The special shelving now being made will be placed in one end of the second floor study room, which will give ample and comfortable space for a reading room. There are separate catalogs of the two kinds of embossed books and a copy will be furnished to each blind reader in the city.

Museum. The museum collection had been stored since the opening of the free library in the old building. It was re-opened to the public in October in the east wing of the basement, where it completely fills and rather crowds the room, which is 60 by 33 feet. It is open daily 2 to 5 p. m., Sundays 2 to 6. The attendance has been 25,356, or an average of 79 per day.

It has proven itself interesting to the general and casual visitor, and high school and other teachers are finding it helpful to bring their classes in a body to examine objects which illustrate and enliven their studies.

The library has printed for free distribution a brief list of some of the more important groups and articles to assist visitors in their tour of investigation. In addition to the large number of relics, curios and miscellaneous specimens which usually accumulate in such a place, there is a fine and valuable collection of minerals, shells, botanical specimens and Kentucky birds.

Of these birds 225 duplicates have been mounted by arrangement between the Library and the Board of Park Commissioners and placed in glass cases in the handsome new field house in Central Park. Below each gracefully mounted bird is its scientific and its common name, the time when it appears in the park and several references to books in the public library, where a picture and a description of the bird may be found. The exhibit is immensely popular and the plan is encouraging careful and correct observation and study of our feathered friends. It is eminently fitting for it to be first established in the metropolis of Kentucky, for 15 years the home State of the famous Audubon.

Art Exhibits. Two exhibits were held in the Art Room under the auspices of the Louisville Art Association; paintings by Western Artists January 12 to 31; paintings by Sidney Gorham, a native of Jefferson County, April 18 to May 1. The Louisville Artists League consisting of local artists was organized in June. It will probably also arrange for annual exhibitions in the Art Room. In January the library exhibited its permanent collection of the materials and features of the printed book. This consists of about a thousand specimens of the paper and binding material, the typographic features, the decorations and the illustrations of printed books. This very interesting and instructive collection may be consulted at any time.

The library has also printed a catalog of the paintings which hang on the walls of the Reference and Open Shelf rooms. These are a part of the collection received from the old library. Some of them are very valuable and add greatly to the appearance of these rooms.

Meetings in the Libraries. There were 657 meetings of various kinds of organizations held in the library, not including the Story Hour. They were divided as follows: at Main 14 clubs and societies held 179 regular meetings, miscellaneous meetings 28, total 207; at the branches 23 clubs held 346 meetings, miscellaneous 104, total 450. This is an increase of 313 per cent over last year in this phase of activity at the libraries. Of the meetings held 264 consisted of children only; the others consisted almost entirely of adults. The lecture and class rooms which have been provided in each of the new buildings are growing more and more to be centers of education, culture, wholesome entertainment and civic improvement.

A Tri-State Library Conference was held in Louisville October 20-22. This was a joint meeting of the library associations of Indiana, Ohio and Kentucky. It was the first of the kind held in this part of the country and one of the most important of the year in library circles. It brought together 130 librarians, representing 63 libraries and 55 cities in three states; also delegates from Illinois and New York. Among those in attendance were many teachers, women's club members, trustees and others

interested in library work. The session devoted to the relation between the schools and the library did much toward promoting cordiality and co-operation between these two branches of the city's educational system. The session dealing with state commissions helped largely toward creating a very strong public sentiment in favor of such a commission for Kentucky, so that a bill for its establishment was later passed without opposition. These are specific and practical results in the city and in the state in addition to the general interest aroused and the impetus given to library development.

The Kentucky Library Commission. The creation of a state library commission is an event big with promise for the library interests of Kentucky. It is here referred to with gratification on account of the large part taken by this library in its establishment. For five years the library has been performing all of the advisory functions and some of the other parts of a commission for the state, circularizing it to gather statistics, to spread information and to arouse library spirit, lending books to individuals and to clubs, answering hundreds of inquiries about methods of organization and administration etc. In addition to carrying on a voluminous correspondence, the librarian personally visited numerous places in the interest of libraries, privately issued material for use in the library campaign and drafted the original bill, which with only minor modifications became the commission law.

The state library association was formed in 1907 having a state commission as one of its chief objects. At the Tri-State Conference last October and at other library and educational gatherings papers and addresses were given to outline the plans and purposes of a commission and to create sentiment in its favor.

In this way a comprehensive system for the commonwealth was emphasized while the needs of individual communities were supplied as far as possible. The State Federation of Women's Clubs co-operated heartily in these efforts, which have been thus crowned with success. An important step has now been taken toward the ideal of a traveling library for every rural district and a free public library for every city and town in the state.

The support given by the city of Louisville to its library system makes possible the pursuance of a liberal policy in its management. The achievements of the year are due to interest manifested by the people and to good counsel and cordial co-operation between the members of the Staff and the Board of Trustees in carrying out this policy.

Respectfully submitted

William F. Yust

Librarian



7/11/11

B 2459.2.20

ly

Seventh Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

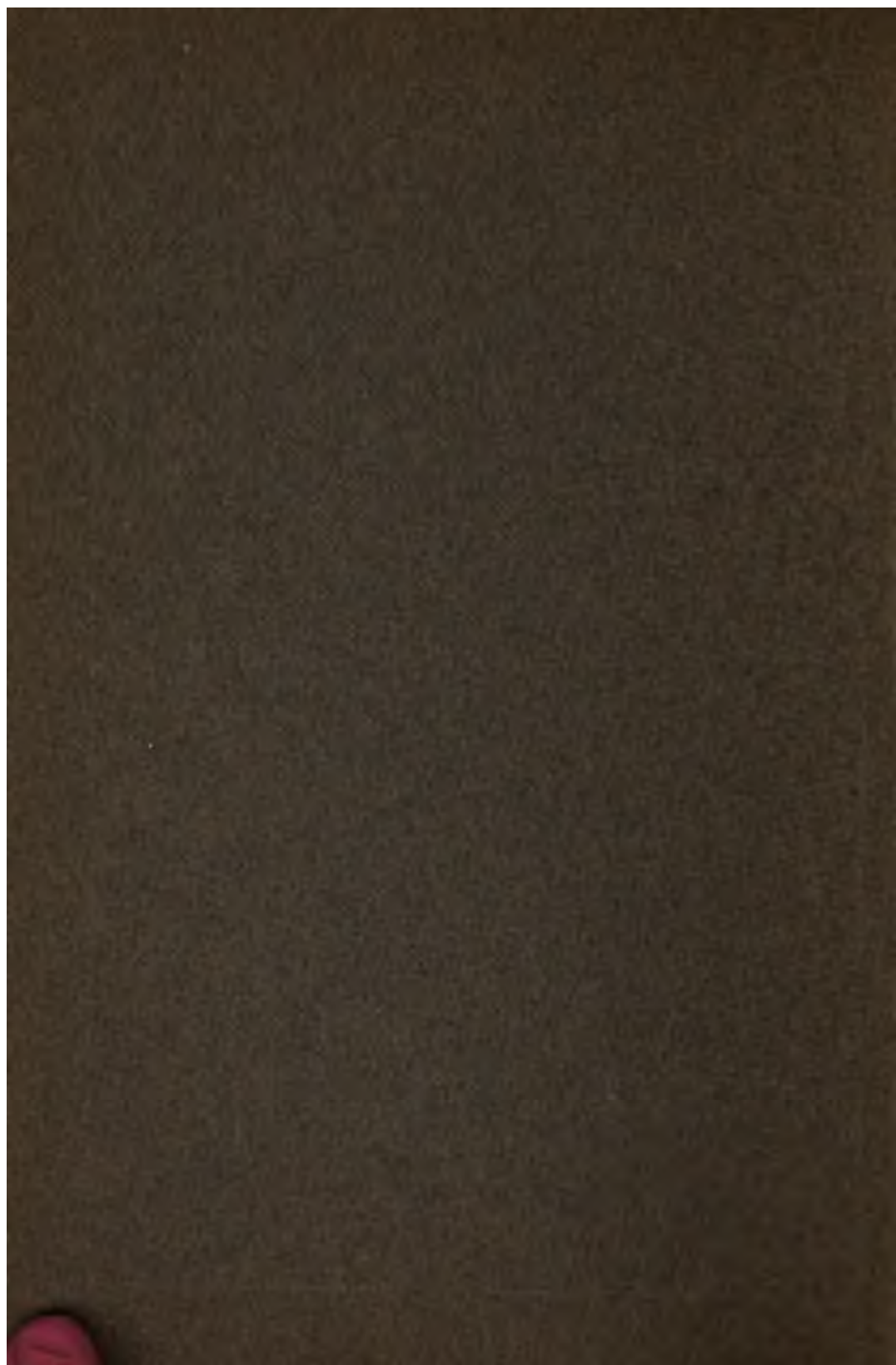
Louisville Free Public Library

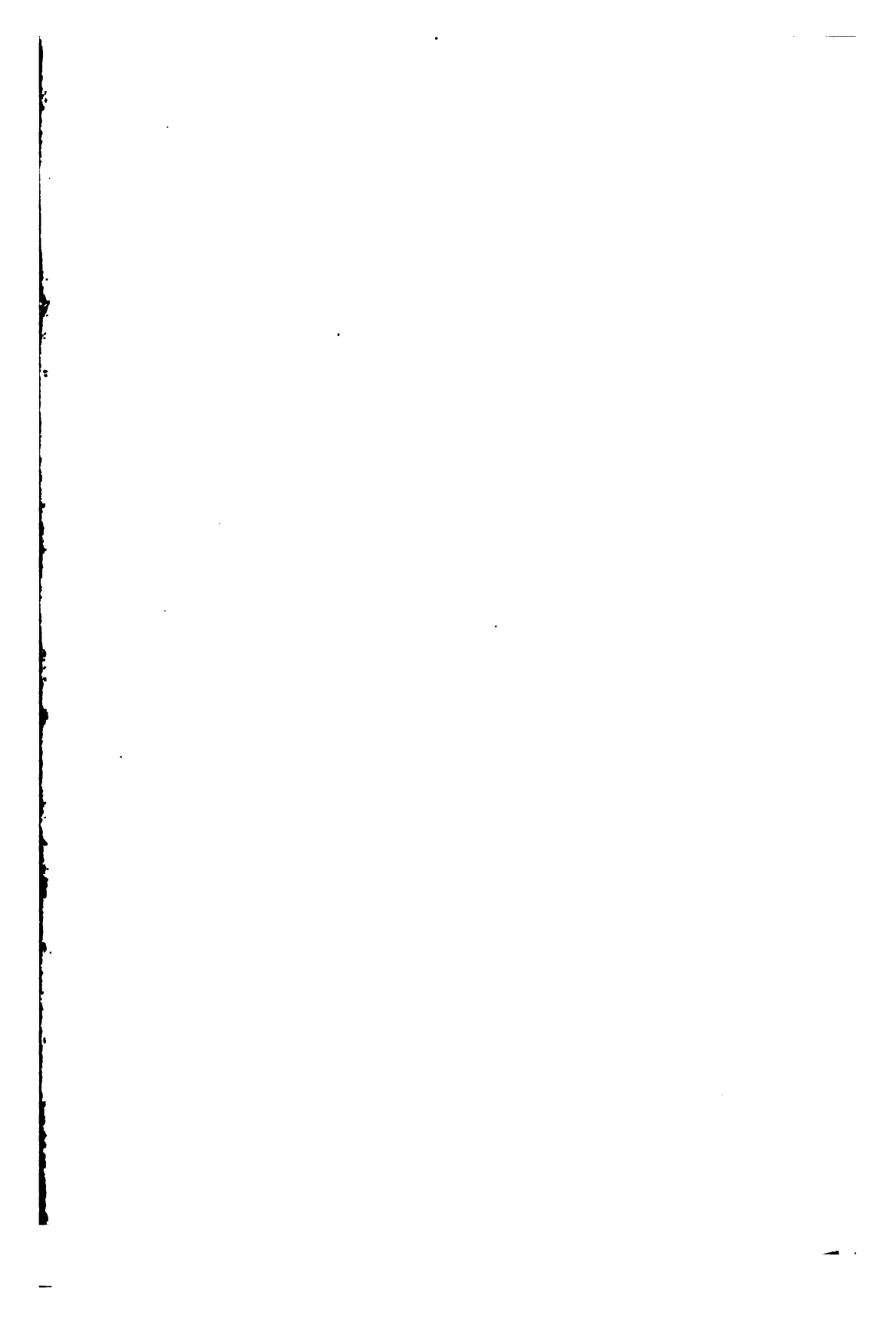
FOR THE

Year Ending August 31
1911



Louisville Free Public Library
Louisville, Kentucky
1912







Shelby Park Branch Louisville Free Public Library

Seventh Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

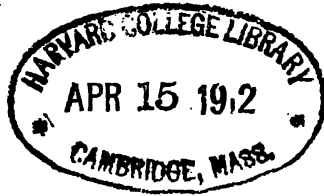
Louisville Free Public Library

FOR THE

Year Ending August 31

1911

**Louisville Free Public Library
Louisville, Kentucky
1912**



The Library

CONTENTS

Trustees, officers and committees.....	4
Libraries, location and hours.....	6
Library staff.....	7
President's letter of transmittal.....	9
Treasurer's report.....	10
Auditor's report.....	12
Librarian's report.....	14

Tables

Cost of maintenance.....	13
A comparison between the libraries.....	25

Illustrations

Shelby Park Branch exterior.....	Frontispiece
Shelby Park Branch interior.....	Facing page 14

LOUISVILLE FREE PUBLIC LIBRARY
Incorporated

BOARD OF TRUSTEES

- **Ex-Officio, Term Expires November
1913**

William O. Head, *Mayor of Louisville*

**Term Expires April
1912**

Charles R. Hemphill

Frank P. Straus

Alfred Pirtle

**Term Expires April
1913**

John Stites

W. H. Bartholomew

Albert S. Brandeis

**Term Expires April
1914**

Bennett H. Young

John J. Davis

Edward J. O'Brien

**Term Expires April
1915**

Edgar Y. Mullins

George S. Whittingham

Edward L. Powell

THE LIBRARIES

Location and Hours

MAIN LIBRARY

Fourth and York Streets
 Opened in temporary quarters 4 May 1905
 New building opened 24 July 1908
 Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays
 William F. Yust, Librarian

HIGHLAND BRANCH

Highland Avenue and Cherokee Road
 Opened in temporary quarters 7 January 1905
 New building opened 8 February 1908
 Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays
 Mary B. Pratt, Branch Librarian

COLORED BRANCH

Tenth and Chestnut Streets
 Opened in temporary quarters 23 September 1905
 New building opened 29 October 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Thos. F. Blue, Branch Librarian

PORTLAND BRANCH

537 North Twenty-sixth Street
 Opened in temporary quarters 18 December 1905
 Hours: 2 to 9 p. m. daily including Sundays
 Jennie O. Cochran, Branch Librarian

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues
 Opened in new building 29 September 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Sallie T. Berryman, Branch Librarian

PARKLAND BRANCH

Twenty-eighth Street and Virginia Avenue
 Opened in new building 15 October 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Jessie M. Taylor, Branch Librarian

SHELBY PARK BRANCH

Hancock and Oak Streets
 Opened in new building 27 March 1911
 Hours: 2 to 9 p. m. daily including Sundays
 Loraine Norris, Branch Librarian

The branches are arranged in the order of their opening

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on all but two legal holidays for the same hours as on Sundays; they are closed on the Fourth of July and Christmas.

LIBRARY STAFF

Librarian William F. Yust
Assistant Librarian Annie V. Pollard
Librarian's Secretary Anna F. Hubbuch
Museum Attendant Susan B. Shane

Order Department

Geo. T. Settle, *Head*

Bertha Guntermann	Minnie Lunn
Ella Heffernan	Josie McCormack

a).....

Catalog Department

Harriet B. Gooch, *Head*

Jennie M. Flexner, *Classifier*

Mattiebel Ratcliffe Willis (b)	Maude Tracy
Marguerite Seeley	May Wood Wigginton
George Herbert, <i>Page</i>	

Circulation Department

Annie V. Pollard, *Head*

Sadie C. Doyle	Matilda B. Tyler
Jesse McDaniel	Ella C. Warren
M. A. Thomas	a)

Pages

Harold Stallard	Rupard Day
-----------------	------------

- a) Position temporarily filled by a substitute
- b) Time divided between Catalog and Circulation departments

LIBRARY STAFF—Continued**Reference Department**Caroline Q. Fullerton, *Head*

Esther V. Bakewell

Mary Brown Humphrey

Sydney Rabbeth, *Page***Children's Department**Adeline B. Zachert, *Head*

Bernice Bell

Grace Tabb

Rudolf Gunter

Edward Hinkle, *Page***Branch Libraries**

Highland Branch	{ Mary B. Pratt Page D. Miller
Portland Branch	{ Jennie O. Cochran Kanna Davidson
Crescent Hill Branch	Sallie T. Berryman
Parkland Branch	{ Jessie M. Taylor Hall Warren
Colored Branch	{ Thos. F. Blue Rachel D. Harris Elizabeth I. Finney
Shelby Park Branch	{ Loraine Norris a)

a) Position temporarily filled by a substitute

PRESIDENT'S LETTER OF TRANSMITTAL

Louisville, Ky., December 30, 1911

To the General Council of the City of Louisville:

Gentlemen:

I am handing you herewith, for your information, the Seventh Annual Report of the Louisville Free Public Library.

Respectfully

W. O. Head

President

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1911

Hon. W. O. Head, President Board of Trustees
 Louisville Free Public Library

Dear Sir:

As Treasurer of the Louisville Free Public Library, I would respectfully report the following receipts and disbursements for the year ending August 31, 1911.

Receipts

Balance September 1, 1910.....		\$4,073 36
City of Louisville		
Collected on 1902 taxes.....	\$ 4 35	
1903 taxes.....	35 65	
1904 taxes.....	82 30	
1905 taxes.....	360 41	
1906 taxes.....	470 36	
1907 taxes.....	600 72	
1908 taxes.....	857 15	
1909 taxes.....	1,949 97	
1910 taxes.....	5,948 69	
1911 taxes.....	53,194 60	
		63,504 20
Rents		
Collected from Polytechnic Society.....	\$5,700 00	
Miscellaneous rents collected.....	122 50	
		5,822 50
Fines collected at all libraries.....	\$1,512 60	
Reserves, collected at all libraries.....	10 20	
Books, collected for lost books.....	532 46	
Light, collected for light furnished.....	75 31	
Expense and sundry receipts.....	86 55	
Salaries, refund on salaries.....	14 70	
Interests on bank deposits.....	156 47	
		2,388 29
Bills payable.....		22,500 00
Total Receipts for year.....		\$98,288 35

Disbursements

Building Construction, Shelby Park Branch.....	\$10,793 45
Bills Payable.....	22,500 00
Furniture and fixtures.....	797 53
Furnishings, special, Shelby Park Branch.....	341 50
Books and periodicals.....	12,736 09
Binding and rebinding.....	4,250 89
Salaries, librarian and assistants.....	30,710 09
Salaries, janitors and other labor.....	4,938 75
Expenses.....	4,783 96
Light, heat and power.....	5,554 69
Repairs and improvements.....	1,145 52
Insurance.....	73 35
Interest on loans.....	296 01
Total Disbursements for year.....	\$98,921 82
Overdraft.....	633 48

We have drawn nothing from Mr. Carnegie this year on account of branch libraries.

The Shelby Park Branch, the only one that was unfinished, has been completed and the accounts closed since the first of September.

I file herewith as part of this report a copy of the report of James S. Escott, Examiner, showing in detail all money received from September 1, 1910 to August 31, 1911, marked "A", showing all assets and liabilities of the Louisville Free Public Library as of this date.

Respectfully submitted

John Stites

Treasurer

REPORT OF THE AUDITOR

To the Board of Trustees
Louisville Free Public Library

Gentlemen:

We respectfully report that we have examined the books and accounts of the Louisville Free Public Library, covering the fiscal year ending August 31, 1911, and that after a verification of all receipts and disbursements, and the entries making up the various accounts, we hereby certify that the balance sheet and statements taken from the books and records, are a correct exhibit of the result of operation for the fiscal year, and the financial condition on August 31, 1911.

James S. Escott

Public Accountant and Auditor

COST OF MAINTENANCE

Main and Branches

Year ending August 31, 1911

Account	Main	Colored	Highland	Portland	Crescent Hill	Parkland	Shelby Park	Totals
Book.....	\$10,637 69	\$978 35	\$1,013 84	\$1,189 21	\$817 37	\$855 54	\$1,494 98	\$16,986 98
Expense.....	2,949 37	244 44	202 85	645 47	211 46	212 93	317 44	4,783 96
Light, heat and power.....	4,223 39	262 28	348 07	16 45	284 44	340 86	109 20	5,564 69
Furniture and fixtures.....	710 83	23 20	17 50	0 45	1 75		43 80	797 53
Repairs and improvements.....	808 34	57 65	147 43		29 35	58 85	43 90	1,145 52
Pay Roll Asssts.....	23,616 93	1,965 50	1,217 25	1,478 50	926 60	1,184 00	411 86	30,700 64
Janitors.....	3,009 42	407 00	335 70	200 00	360 00	410 00	226 08	4,948 20
Insurance.....	73 35							73 35
Totals.....	\$46,029 32	\$3,838 42	\$3,282 64	\$3,530 08	\$2,600 97	\$3,062 18	\$2,647 26	\$64,990 87

TOTALS FOR PREVIOUS YEARS

1910.....	\$48,077 18	\$4,323 02	\$3,316 33	\$3,824 87	\$2,968 41	\$3,494 16	\$187 24	\$66,191 21
1909.....	48,779 89	4,289 85	3,281 93	3,542 46	2,453 25	2,784 11		65,131 49
1908.....	52,030 26	3,952 41	3,938 32	3,726 56	2,524 10	2,276 26		68,447 91
1907.....	42,351 25	3,018 45	3,211 61	3,296 19				51,877 50
1906.....	45,271 60	3,328 06	2,785 13	3,087 12				54,471 91

NOTE—The total amount given for each branch does not include the cost of the work done for the branches in the Order and Catalog departments at the main library.

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY

Gentlemen: Your librarian herewith submits his seventh annual report for the year ending August 31, 1911.

The chief event of the year was the opening of the Shelby Park Branch, described on pages 15 and 26. This makes the library system now consist of the main library and six branches, all except one in new buildings erected for the purpose. Books have also been circulated this year through 230 class rooms in the public schools and from 12 deposit stations, a total of 249 centers of distribution.

Before the completion of the Shelby Park Branch building it was understood that before it could be opened a special appropriation from the city would be necessary for its furnishing and maintenance. But the demand of the people was so great that it was opened in March by order of the trustees and the fund for the other libraries was correspondingly reduced. For this reason the purchase of books had to be suspended for several months. This fact temporarily checked the upward trend of the attendance and the circulation of books. Nevertheless the year as a whole shows a substantial growth in various directions.

Summary for the Year

Books accessioned during year.....	13,985
Books discarded etc. during year.....	3,643
Total books in the libraries.....	138,667
Books cataloged during year.....	13,500
Total books cataloged in the libraries.....	117,811
Borrowers registered during year.....	9,870
Total borrowers registered.....	38,211
Books issued.....	652,840
Reference topics looked up.....	26,721

Finances. The city tax levy for library purposes was cut this year from $3\frac{1}{2}$ to $3\frac{1}{4}$ cents. This was done after the trustees had voted to open the Shelby Park Branch at the expense of the main library. The budget presented by the Finance Committee estimated that the net receipts from the Polytechnic Society should be \$10,079.50, but only \$5,700.00 was received.



Shelby Park Branch—Delivery Room



The frequent friction between this society and the library board is detrimental to the welfare of the library.

For a time the financial situation was strained, but as a result of unexpected back taxes collected the receipts from the city were larger than the estimate. A total of \$64,990.87 was expended for maintenance in addition to the \$341.50 spent from current receipts in furnishing the Shelby Park Branch. The treasurer's report shows all receipts and expenditures and the table on page 13 analyzes the cost of maintenance.

Buildings. Some defects have developed in the roof of the main building. Otherwise the buildings and grounds are all in first class condition. The Shelby Park Branch was completed and occupied in March. In arrangement, architecture, finish and furnishing it is the star of the Louisville library system. It cost \$26,234.95, including the building proper, furniture and furnishings. Its prominent location at the entrance to Shelby Park together with the fact that it is in the neighborhood of cottages and small houses serve to accentuate its beauty and impressiveness. The grading and sodding and building of walks has just been finished under the supervision of the Park Commission. The commission has also erected a beautiful shelter house in the park near by and established a play ground, which is very popular. These changes have made a marked improvement in the appearance of the neighborhood.

Agitation continues in favor of branches in other parts of the city. Two new sites have been approved, one in January for the Portland Branch at Portland and Griffith avenues and one in August for the West End Branch near Eighteenth and Jefferson streets. These two buildings are to be erected as soon as the sites are secured and presented to the library by the citizens of the respective neighborhoods.

In March a petition signed by 288 prospective readers was received urging the early establishment of a second branch for the colored people. The request is to be granted as soon as the funds will permit.

Staff. There are 41 members on the staff, the same number as last year. In addition there is the treasurer's bookkeeper, five pages, five janitors and a night-watchman at Main and a janitor at each of the six branches, a total of 59 employees. The regular staff is divided as follows: General Administration 2,

Museum 1, Order Department 6, Catalog Department 6, Circulation Department 7, Reference Department 3, Children's Department 4, branches 12; the latter 12 are divided thus: Colored Branch 3, Crescent Hill 1, with an assistant on part time, and 2 at each of the other four branches.

The Catalog Department has suffered many changes, chief of which was the resignation, in effect September 1, of Harriet B. Gooch, Head of the department, to become instructor in the Pratt Institute Library School. Miss Rosalie Mumford, classifier 1905-1908, has been temporarily selected as her successor. Margaret Norton, classifier 1908-10, resigned to accept a position in the University of Chicago Library and was succeeded by Jennie M. Flexner, of the Circulation Department. Florence Tucker resigned from the Catalog Department and Loraine Norris was transferred from it to be Branch Librarian at Shelby Park.

Caroline Q. Fullerton, Acting Reference Librarian, was elected Reference Librarian. Hall Warren was appointed assistant in the Parkland Branch to succeed Florence Hegan, resigned. Other resignations were Ann R. Hoeffle of the Circulation Department and Laura M. Hirst, stenographer in the Order Department.

Bi-weekly meetings of the entire staff were held. At 18 of them addresses were given by prominent persons on subjects either directly or indirectly connected with library work, such as the juvenile court, the function of the editorial, the development of the English novel, how the libraries can help the schools. Six dealt with the literature of a specific subject, three with reports of important conferences, four with local libraries, the meetings being held in those libraries.

Arrangements have been made whereby time is given to a limited number of staff assistants each year to carry a course of study at an educational institution in connection with their library work. Four persons took advantage of this opportunity this year.

The second training class of six members completed a 12 weeks course in January, making an excellent record. A number of nominations for permanent positions will be made at the beginning of the coming year. A course of 16 lectures on classification, cataloging, and general library information was given to the staff of the Colored Branch.

The proposed class in physical culture for the women on the staff was not organized because no appropriation for the necessary expenses could be secured.

The librarian has been appointed a member of the Kentucky Library Commission.

Orders and Accessions. There have been 13,985 volumes and 7,737 pamphlets added; of these volumes 11,625 were bought and 1,819 were given; 3,643 volumes have been discarded, leaving a total of 138,667 volumes now in the libraries. Of these 105,399 are at the main library and 33,268 are at the six branches.

VOLUMES IN THE LIBRARIES 1910-1911

	Main Library	Highland Branch	Portland Branch	Colored Branch	Cr. Hill Branch	Parkland Branch	Sh. Pt. Branch	Total
Last report	99,930	6,839	6,186	7,759	3,708	3,903		128,325
Added '10-11	7,947	715	935	952	652	565	2,219	13,985
	107,877	7,554	7,121	8,711	4,360	4,468	2,219	142,310
Discarded '10-11	2,478	290	328	363	81	101	2	3,643
Now in libraries	105,399	7,264	6,793	8,348	4,279	4,367	2,217	138,667

VOLUMES IN THE LIBRARIES 1905-1911

Year	1905	1906	1907	1908	1909	1910	1911
Volumes	70,369	83,214	92,554	105,399	117,471	128,325	138,667

Book Account. Expenditures under the book account this year were as follows. How the amounts were divided among the various libraries is shown on page 13.

BOOK ACCOUNT 1910-1911

	Volumes	Pamphlets	Binding	Re-binding	Serials	Total
Number	11,625	2,528	679	9,105	790	
Cost	\$10,735 21	\$84 97 ^a	\$635 00	\$3,615 89	\$1,915 91	\$16,986 98

a) Includes cost of unbound numbers of magazines and pictures

Other expenditures were: Expense \$4,783.96; light, heat and power \$5,554.69; furniture and fixtures \$797.53; repairs and improvements \$1,145.52; salaries \$30,700.64; janitors and other labor \$4,948.20; insurance \$73.35. These items are divided by libraries on page 13. Expenditures on building and interest accounts will be found in the treasurer's report on page 11.

GIFTS

Volumes	Pamphlets	Magazines	Continuations	Miscellaneous
1,819	5,209	903	284	28

Grateful acknowledgment is made of all these donations. Special mention should be made of the local papers, Anzeiger, Courier-Journal, Daily Record, Evening Post, Herald and Times.

Periodicals. Eleven per cent of the book fund, \$1,915.91, was spent for current periodicals. There are 470 titles; 265 subscriptions and 205 gifts. This includes magazines, library bulletins, and newspapers, 46 dailies, 112 weeklies, 225 monthlies, and 65 quarterlies. Duplicates of many titles in different departments and branches make a total of 1,071 copies; 783 bought and 288 given. The library bound 470 copies of 121 titles.

CONTENTS OF THE LIBRARY CLASSIFIED

Subject		Titles		Volumes	
Class Name	Class Number	Main	Main	Branches	Total
General Works	000	781	6, 119	1, 110	7, 229
Philosophy.....	100	932	1, 182	233	1, 415
Religion.....	200	2, 829	4, 406	813	5, 219
Sociology.....	300	3, 273	9, 400	2, 832	12, 232
Language.....	400	524	818	393	1, 211
Science.....	500	2, 364	4, 951	1, 145	6, 096
Useful Arts.....	600	2, 345	4, 986	1, 169	6, 155
Fine Arts.....	700	2, 330	3, 419	1, 252	4, 671
Literature.....	800	4, 825	10, 448	3, 284	13, 732
History.....	900	2, 982	7, 131	2, 656	9, 787
Description.....	910	3, 093	5, 182	1, 793	6, 975
Biography Collected.....	920	788	1, 867	687	2, 554
Biography Individual.....	B	2, 752	3, 823	1, 118	4, 941
Prose Fiction.....	F	10, 616	22, 686	12, 908	35, 594
Total.....		40, 434	86, 418	31, 393	117, 811

The above table gives the chief subjects under which the books are classified, the number of works, or titles, and the total number of volumes on each subject. There are 40,434 titles. Many titles are in more than one volume. These added volumes together with the 39,025 volumes of duplicates make a total of 117,811 cataloged volumes. This figure does not include public documents. The duplicates are mostly fiction and juvenile.

Catalog. The new accessions to the library have been cataloged with the exception of those received in August. Some additional volumes of the Polytechnic collection have been recataloged.

	1910-11	Total
Total volumes cataloged.....	13, 500	117, 811 (a)
Volumes cataloged for main library.....	8, 938	86, 418
Volumes cataloged for branches.....	4, 562	31, 393
Shelf list cards made.....	4, 576	65, 903
Catalog cards filed.....	19, 059	224, 861
Official catalog cards filed.....	8, 376	76, 906
Cards filed in L. C. deposit catalog.....	42, 730	468, 942

a) Not including 11,960 volumes which have been discarded.

The resignation of Miss Gooch as Head of the Catalog Department is a serious loss. She organized the department and with assistants previously untrained brought it in the course of time to a high degree of efficiency. The catalog as it

stands to-day, including as it does the old Polytechnic collection and all the new books added during seven years, is a fine testimonial to her ability. She has also been a most valuable member of the staff in other ways, chiefly as a teacher and director of the training class.

Registration. During the year 12,936 cards on which the five year time limit had expired were canceled and 9,870 new cards were issued, of which 6,319 were recorded for the first time and 3,551 were re-registrations. There is a decrease at the main library and three branches, but an increase at the other branches. This makes a net loss of 3,066 cards in force. In the class rooms, through which 21 per cent of the books were circulated, registration cards are not used. Hence the number of cards now in force does not represent the entire number of persons drawing books for home reading. The number of readers cards in force at each of the libraries is given on page 25.

Circulation. Books have been issued from the main library, six branches, 12 deposit stations and 230 class room collections, a total of 249 centers.

Year	1905	1906	1907	1908	1909	1910	1911
Volumes issued	69,705	320,849	387,788	447,195	564,797	600,159	652,840

The increase over last year is 52,681 volumes, or 8 per cent. The main library shows an increase of 1 per cent, the branches 11 per cent and the stations and class room collections 20 per cent.

Circulation Arranged by Libraries

Library	Volumes issued
Main Library	
Open Shelf Room.....	168,782
Stack Room.....	24,952
Reference Room.....	3,488
Order and Catalog Departments.....	1,171
	<u>198,393</u>
Children's Room.....	62,674
Class room collections and stations sent from the main library.....	102,929
	<u>165,603</u>
Colored Branch.....	28,073
Class room collections and stations sent from this branch.....	37,102
	<u>65,175</u>
Crescent Hill Branch.....	43,280
Highland Branch.....	53,130
Parkland Branch.....	44,285
Portland Branch.....	65,818
Shelby Park Branch.....	17,166
	<u>17,166</u>
Total.....	652,840

Summary

Main.....	262,080
Class room collections.....	139,018
Branches.....	251,742
	<u>251,742</u>
Total.....	652,840

Circulation Arranged by Classes (a)

Classes	Volumes			Total	Percent
	Main	Branches	Class Rooms		
General Works.....	457	85		542	.000
Current Periodicals.....	17,101	25,145		42,246	.071
Philosophy.....	3,185	959		4,144	.007
Religion.....	3,593	2,837	937	7,367	.010
Sociology.....	13,147	18,362	14,993	46,502	.078
Language.....	1,019	2,811	1,250	5,080	.006
Science.....	4,377	4,586	3,605	12,568	.021
Useful Arts.....	5,753	3,737	1,243	10,733	.018
Fine Arts.....	7,130	6,677	553	14,360	.024
Literature.....	12,341	9,206	2,510	24,057	.040
History.....	9,810	11,861	3,560	25,231	.042
Travel.....	8,768	7,513	16,077	32,358	.054
Biography.....	7,414	5,577	2,040	15,031	.025
Prose Fiction.....	159,993	151,925	39,323	351,241	.593
Total.....	254,088	251,281	86,091	591,460	

a) Not including 2,781 volumes in foreign languages, 3,488 volumes circulated from the reference room, 1,171 from the order and catalog departments, 52,927 volumes through class room collections and juvenile stations and 1,013 through adult stations.

Intermediate Department. The library has no intermediate department so called, but for two years it has kept in the Open Shelf Room what is known as the Red Star collection. These books are especially suited for readers who feel that they have graduated from the Children's Room but who still need more careful guidance than can be given to the multitude who have unrestricted access to a miscellaneous collection of 20,000 volumes. The books are carefully selected and marked with a red star. Originally they were all kept on special shelves, but gradually other books have been thus marked. The tactful assistant easily induces young readers to choose these books and many older ones have come to realize the value of the red star guarantee.

Stations. Deposit stations have been maintained in 12 places. Of these 9 were for adults, 2 for children and 1 for both classes of readers. The adult stations circulated 1,013, the juvenile 3,426 volumes. Lack of interest and effort among those in authority at the adult stations and insufficient personal attention on the part of the library are the chief causes of this unsatisfactory showing. The opportunities for extension in this direction are worthy of larger efforts, which will be made during the coming year.

Music Scores. The library now has a collection of over 600 music scores which have been placed in the Open Shelf Room and are circulated on the same conditions as books. The circulation for eight months is 766. The collection, which is for various instruments, is the result chiefly of several gifts. It is hoped that this nucleus will serve as an inspiration to further contributions.

Reference Work. The number of recorded questions looked up at Main, 17,551, is a slight growth; at the branches 9,170 topics is an increase of 22 per cent. At Main 112 bibliographies and reading lists were compiled. As heretofore much assistance was given to people in various parts of the state. In connection with this service 148 volumes were loaned out of the city. The current periodicals in the Reference and Newspaper rooms have increased to 420.

Work with Children. Almost half, 45 per cent, of all books circulated were drawn by children, that is 297,649 volumes. This is an increase over last year of 32,352 volumes, or 12 per cent. The class room use again shows the largest growth, 20 per cent. There were increases also at Main and at the Crescent Hill Branch but slight decreases at four branches as shown below.

	Volumes drawn		Children registered
	1910	1911	
Main Library.....	60,899	62,674	11,192
Colored Branch.....	16,248	13,655	2,550
Highland Branch.....	20,273	20,150	1,424
Crescent Hill Branch.....	12,338	13,780	517
Parkland Branch.....	15,845	15,446	870
Portland Branch.....	26,575	22,917	1,866
Shelby Park Branch.....		10,009	1,164
Class room collections.....	113,119	139,018(a)	
Total.....	265,297	297,649	19,583
a) White (188 collections).....			101,916
Colored (42 collections).....			37,102

Bi-weekly meetings of children's librarians were held for several months. In the story hour a different outline of stories presented was followed at each branch.

The Parent-Teacher associations recently organized at many of the public schools are helping the library as well as the schools. At a number of their meetings the aims and advantages of the library have been presented. Many parents were also interested through their attendance at the three mass meetings of children at the main library.

At one of these there was an address with illustrations on the manners and customs of India; at another a stereopticon lecture on insects; at the third selections from famous operas were given with a gramophone and the stories of the operas told.

The following exhibits were held in the Children's Room: South American butterflies; Insects in various stages of development; Dresses, jewelry and art work from India; Garden and farm seeds; Sunday newspaper colored supplements as they should be.

Lectures at the Normal School. The course of 15 lectures to the students at the Normal School was repeated this year; 3 lectures on cataloging and classification; 3 on reference work and 9 on work with children. These were given by the heads of the respective departments.

Mutilation of Books. Much damage is done to books through cutting out pictures and leaves, thoughtless marking and careless handling. Fortunately for the library one of these criminals was caught, an old man who had badly mutilated 38 volumes, mostly of a historical nature and valuable. Just before trial in the police court his sons paid for the books damaged \$78.72.

Disinfecting. Four branches were disinfected during the year, one following an epidemic of scarlet fever among the school children in the neighborhood. The books so far as was practicable were opened and everything in the room exposed to formaldehyde fumes for 36 hours.

Branches. There are now six members in the family of branches containing 33,268 volumes. They circulated this year 251,742 volumes, or 38 per cent of the total books issued. This is a gain of 11 per cent over last year, which is larger than the 8 per cent gain for the library system as a whole, due mainly to the opening of an additional branch. Each branch shows an increase except Portland, which has fallen off 4 per cent, while

A COMPARISON BETWEEN THE LIBRARIES

	Colored Branch	Crescent Hill Branch	Highland Branch	Parkland Branch	Portland Branch	Shelby Park Branch	Branch Total	Main Library	Grand Total
Volumes in libraries (a).....	8,088	4,083	6,989	4,198	6,443	1,592	31,393	86,418	117,811
Percent of total volumes.....	.068	.034	.059	.035	.054	.013	.266	.733	100
Card holders registered.....	4,260	1,659	3,494	2,855	4,272	1,728	18,268	19,943 ^b	38,211
Percent of total registration.....	.111	.043	.091	.074	.111	.045	.478	.521	100
Volumes circulated.....	65,175 ^c	43,280	53,130	44,285	65,818	17,156	288,844	363,996 ^d	652,840
Percent of total circulation.....	.099	.066	.081	.067	.10	.026	.442	.557	100
Average circulation per volume.....	8	10	7	10	10	10	9	4	5
Average circulation per reader.....	15	26	15	15	15	9	15	e	14 ^f
Percent of prose fiction circulated.....	37 ^g	.63	.64	.68	.61	.59	.60	.62 ^g	.593
Reference topics looked up.....	1,545	1,527	2,039	1,466	2,189	404	9,170	17,551	26,721

- a) Cataloged volumes, omitting public documents and other uncataloged books and discarded volumes.
- b) Represents those who use Main only. Many members of white branches use Main also.
- c) Includes 37,102 volumes circulated through colored stations and class room collections.
- d) Includes 102,929 volumes circulated through white stations and class room collections, which amount to 15 per cent of the grand total circulation.
- e) Can not be given because branch readers use Main also.
- f) Does not include readers of the class room collections, who are not required to be registered card holders.
- g) Includes only books circulated at building.

Crescent Hill has grown 25 per cent. Reference work at the branches shows a normal growth.

The Portland and the Colored Branch each celebrated the fifth anniversary of its opening with appropriate exercises.

The Shelby Park Branch was opened in March. The thousands of people who attended the exercises and inspected the beautiful building were a remarkable demonstration of popular interest. The branch began with 2,221 volumes, almost half of them loaned from the main library. This number, especially in books for children, was very inadequate for the opening rush. The library together with the park shelter house and play grounds near by has in a short time transformed these vacant lots into a thriving social center. The branch is ideally located in the heart of a populous district and gives promise of great usefulness.

Meetings in the Libraries. There were 730 meetings, not including the Story Hour, held in the library as follows: at Main 10 clubs and societies held 134 meetings, miscellaneous gatherings 78, total 212; at the branches 29 clubs held 390 meetings, miscellaneous 128, total 518. This is an increase of 11 per cent in the total number of meetings held.

Museum. The attendance in the museum has been 25,835, or 479 more than last year. A number of interesting specimens and curios have been added to the collection.

Art Exhibits. The following exhibits were held in the art rooms of the library: 1) Etchings and dry points by Donald Shaw MacLaughlan November 5 to 13; 2) Collection loaned by five art galleries and by individuals November 17 to December 4; 3) First exhibition of the Louisville Artists' League December 8 to 22; 4) Annual exhibition of the Society of Western Artists February 5 to 24. All except the third were under the auspices of the Louisville Art Association. At the last one, which was the sixth exhibition given by the association, the attendance was 14,600.

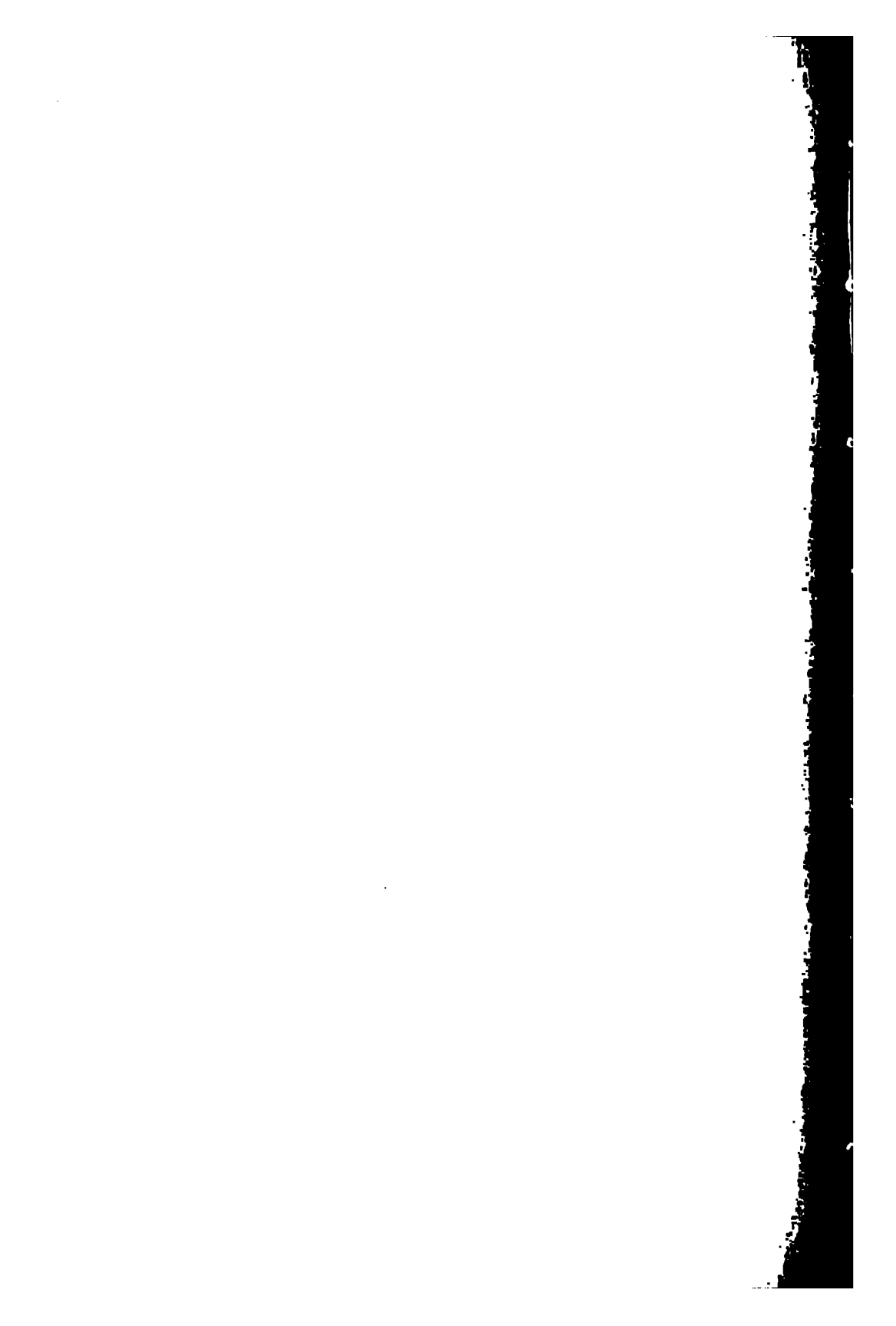
Traveling Exhibit. Last year the library bought a collection of the materials and features of the printed book. This consists of about a thousand specimens of the paper and binding material, the typographic features, the decorations and the illustrations of printed books. It was exhibited twice in the Art

Room and later at the annual meeting of the Kentucky Library Association at Lexington. Since then it has done good service as a traveling exhibit, having been shown in seven libraries in various parts of the state.

University of Louisville Library. Heretofore the University of Louisville has depended on the public library for library facilities. Special attention has here been given to the wants of the students and professors in securing suitable material and making it available. Large use has been made of the assistance thus extended. Recently a library of over a thousand volumes for reference and research has been established in the university. This marks a forward step in library and educational development in the city.

Respectfully submitted

William F. Yust
Librarian



Eighth Annual Report

of 1901

BOARD OF TRUSTEES

of 1901

Louisville Free Public Library

1901

THE UNIVERSITY OF CHICAGO
1901

Louisville Free Public Library
1901



Eighth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

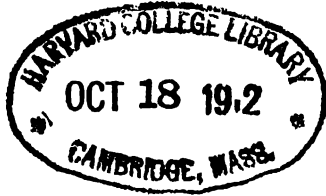
Year Ending August 31

1912

Louisville Free Public Library

Louisville, Kentucky

1912



The Librarian

CONTENTS

Trustees, officers and committees	4
Libraries, location and hours	6
Library staff	7
President's letter of transmittal	9
Auditor's report	10
Treasurer's report	11
Librarian's report	13

Tables

Cost of maintenance	17
Volumes cataloged	19
A few branch statistics	22

LOUISVILLE FREE PUBLIC LIBRARY**Incorporated****BOARD OF TRUSTEES****Ex-Officio, Term Expires November
1913***William O. Head, Mayor of Louisville***Term Expires April
1913****John Stites****W. H. Bartholomew****Albert S. Brandeis****Term Expires April
1914****Bennett H. Young****John J. Davis****Edward J. O'Brien****Term Expires April
1915****Edgar Y. Mullins****George S. Whittingham****Edward L. Powell****Term Expires April
1916****Charles R. Hemphill****Thomas A. Barker****Chester Mayer**

THE LIBRARIES

Location and Hours

MAIN LIBRARY

Fourth and York Streets
 Opened in temporary quarters 4 May 1905
 New building opened 24 July 1908
 Hours: 9 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays
 Annie V. Pollard, Acting Librarian

HIGHLAND BRANCH

Highland Avenue and Cherokee Road
 Opened in temporary quarters 7 January 1905
 New building opened 8 February 1908
 Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays
 Mary B. Pratt, Branch Librarian

COLORED BRANCH

Tenth and Chestnut Streets
 Opened in temporary quarters 23 September 1905
 New building opened 29 October 1908
 Hours: 10 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays
 Thos. F. Blue, Branch Librarian

PORTLAND BRANCH

537 North Twenty-sixth Street
 Opened in temporary quarters 18 December 1905
 Hours: 2 to 9 p. m. daily including Sundays
 Jennie O. Cochran, Branch Librarian

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues
 Opened in new building 29 September 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Sallie T. Berryman, Branch Librarian

PARKLAND BRANCH

Twenty-eighth Street and Virginia Avenue
 Opened in new building 15 October 1908
 Hours: 2 to 9 p. m. daily including Sundays
 Jessie M. Taylor, Branch Librarian

SHELBY PARK BRANCH

Hancock and Oak Streets
 Opened in new building 27 March 1911
 Hours: 2 to 9 p. m. daily including Sundays
 Loraine Norris, Branch Librarian

The branches are arranged in the order of their opening

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on all but one legal holiday for the same hours as on Sundays; they are closed on Christmas day.

LIBRARY STAFF

Acting Librarian..... Annie V. Pollard
Acting Assistant Librarian..... George T. Settle
Librarian's Secretary Anna F. Hubbuch
Museum Attendant..... Susan B. Shane

Order Department

George T. Settle, *Head*

Clara L. Behrens
Bertha Guntermann
Ella Heffernan
Minnie Lunn
Josie McCormack

Catalog Department

Adelaide F. Evans, *Temporary Head*

Jennie M. Flexner, *Classifier*

Anna Coldewey
Edna Grauman
Marguerite Seeley (a)
Maude Tracy
May Wood Wigginton
Francis Montfort, *Page*

Circulation Department

Annie V. Pollard, *Head*

Sadie C. Doyle
Jesse McDaniel
Minnie Dearing Miller
Ella C. Warren
Grace Tabb
M. A. Thomas
Matilda B. Tyler

Pages

Frank Laufman
Alvin Pallast

Reference Department

Caroline Q. Fullerton, *Head*

Esther V. Bakewell
Mary Brown Humphrey
b).....*Page*

- a) On year's leave of absence
b) Position temporarily filled by a substitute

LIBRARY STAFF—Continued**Children's Department**a)..... *Head*

Mary B. Gates

Rudolph Gunter

Edward Hinkle, *Page***Branch Libraries**

Highland Branch	{ Mary B. Pratt Maud Sehon
Portland Branch	{ Jennie O. Cochran Kanna Davidson
Crescent Hill Branch	{ Sallie T. Berryman Ruth Theobald
Parkland Branch	{ Jessie M. Taylor Hall Warren
Colored Branch	{ Thos. F. Blue Rachel D. Harris Elizabeth I. Finney
Shelby Park Branch	{ Loraine Norris b).....

a) Position unfilled

b) Position temporarily filled by a substitute

PRESIDENT'S LETTER OF TRANSMITTAL

Louisville, Ky., September 18, 1912

To the General Council of the City of Louisville:

Gentlemen:

I am handing you herewith for your information, the
Eighth Annual Report of the Louisville Free Public Library.

Respectfully

W. O. Head

President

REPORT OF THE AUDITOR

Hon. W. O. Head, *Mayor*
City of Louisville.

Dear Sir:

Agreeable with instructions, our Mr. Turner and his assistants have made a thorough audit of the books and accounts of the Louisville Free Public Library.

The receipts and disbursements of cash for the fiscal year (September 1, 1911 to August 31, 1912) were verified in every possible manner and same found correct. The cash balance, September 1, 1912 of \$9,511.51 agrees with the bank pass book when the outstanding checks are taken into consideration.

The audit proved satisfactory to us in every way and the books are in splendid condition.

Thanking you for the confidence, we are,

Respectfully yours

Turner & Spencer

Public Accountants and Auditors

REPORT OF THE TREASURER

Louisville, Ky., September 1, 1912

Hon. W. O. Head, President Board of Trustees
Louisville Free Public Library

Dear Sir:

As Treasurer of the Louisville Free Public Library, I would respectfully report the following receipts and disbursements for the year ending August 31, 1912.

Receipts

City of Louisville		
Collected on 1902 taxes	\$ 4 60	
1903 taxes	12 67	
1904 taxes	22 09	
1905 taxes	32 75	
1906 taxes	65 47	
1907 taxes	124 12	
1908 taxes	269 01	
1909 taxes	333 37	
1910 taxes	638 63	
1911 taxes	4, 573 37	
1912 taxes	54, 519 72	
	<hr/>	\$60, 595 80
Rents		
Collected from Polytechnic Society	4, 500 00	
Miscellaneous rents collected	143 00	
	<hr/>	4, 643 00
Fines collected at all libraries	1, 654 02	
Reserves collected at all libraries	8 62	
Books, collected on lost books, etc.	279 81	
Light, collected for light furnished	112 32	
Salaries, refund on salaries	29 80	
Expense and sundry receipts	291 20	
Interest on bank deposits	211 77	
	<hr/>	2, 587 54
	<hr/>	67, 826 34
Bills payable	25, 000 00	
Andrew Carnegie for branches	18, 665 56	
	<hr/>	43, 665 56
 Total receipts	 	 \$111, 491 90

Total receipts forwarded.....\$111,491 90

Disbursements

Books.....	\$15,499 74	
Binding and rebinding.....	4,073 24	
		<u>\$19,572 98</u>
Expenses.....	5,388 91	
Salaries.....	36,671 72	
Light, heat and power.....	5,828 18	
Repairs and improvements.....	1,498 74	
Insurance.....	106 65	
Interest on loans.....	306 54	
Furniture and fixtures.....	875 19	
		<u>70,246 91</u>
Actual working disbursements.....		70,246 91
Bills payable.....	25,000 00	
Building construction.....	6,100 00	
		<u>31,100 00</u>
Total disbursements.....		<u>101,346 91</u>
		10,144 99
Overdraft August 31, 1911.....		<u>633 48</u>
Balance August 31, 1912.....		\$9,511 51

We have drawn from Mr. Carnegie this year on account of the

Shelby Park Branch Library, the sum of.....	\$3,665 56
Jefferson Branch.....	10,000 00
Portland Branch.....	5,000 00
	<u>18,665 56</u>
In all.....	\$18,665 56

The Shelby Park Branch is completed and charged off and the accounts closed; the Jefferson Branch is now in process of erection and the contracts will be awarded within the next week or ten days for the beginning of work on the Portland Branch.

I refer to and make a part of this report, the report of Turner & Spencer, Examiners appointed by your Honor, showing in detail all moneys received from September 1, 1911 to August 31, 1912 and mark it "A." It shows all the assets and liabilities of the Louisville Free Public Library on this date.

Respectfully submitted

John Stites

Treasurer

REPORT OF THE LIBRARIAN**TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY**

Gentlemen: Your acting librarian herewith submits the eighth annual report for the year ending August 31, 1912.

The library system now consists of the main library, six branches, 213 class room collections in schools, and 25 deposit stations, a total of 245 agencies for distribution.

Summary for the Year

Books accessioned during year.....	17,795
Books discarded etc. during year.....	5,443
Total books in the libraries.....	151,019
Books cataloged during year.....	17,935
Total books cataloged in the libraries.....	131,012
Borrowers registered during year.....	7,981
Total borrowers registered.....	38,602
Books issued.....	704,936
Reference topics looked up.....	28,514

Finances. The total receipts for the year from city taxes were \$60,595.80, from miscellaneous sources \$7,230.54 and the working capital on hand at the beginning of the fiscal year was \$3,032.08. This gave a total working capital of \$70,858.42. The amount spent for current maintenance was \$69,940.37, the amount for interest \$306.54. These amounts deducted from the working capital leave a balance of \$611.51. We have received from Andrew Carnegie this year on account of two branches \$15,000.00. Of this we spent only \$6,100.00, leaving a balance of \$8,900.00. This added to our balance on maintenance makes cash on hand \$9,511.51.

Buildings. The care of buildings and the erection of new buildings was given to the acting assistant librarian. The most important steps taken were the erection of the Jefferson Branch and the working out of plans and specifications for the new Portland Branch building. Up to this time the Portland Branch has been in rented quarters. In April the citizens of that section presented an attractive site at the intersection of Thirty-third Street, High and Portland Avenues. This site cost \$3,000.

Bids have been advertised for and will be opened at the September meeting of the Board. The Jefferson Branch will be ready for occupancy by December 1 and specifications for furniture are now being prepared.

Many improvements and repairs were made at the main building. Iron railings were placed at all areas, also on the different stack room floors, for the safety of the public. A new ventilating system was installed in the basement toilet rooms and the glass removed from above the public catalog to remedy the trouble in the catalog alcove. The defective skylight and down spouts at main are now in the hands of architects who are working on a report recommending changes and improvements. It is contemplated to remove the skylight and turn what is now termed the attic, which is without ventilation, into an art gallery or an exhibition room.

Within a short time the work on plans for the second colored branch to be located in the eastern part of the city will be begun. The question of a site is in the hands of a special committee appointed at the August meeting by the Mayor. The citizens are now working to raise funds to purchase the site. All in all the buildings are now in very good shape.

Staff. The staff underwent many changes during the year. In April William F. Yust, who had been librarian since January, 1905 resigned to accept a similar position in Rochester, N. Y. In August Adeline B. Zachert, who had been Head of the Children's Department from September 1905 to November 1908, when she was appointed Director of Children's Work, resigned also to go to Rochester, N. Y. Other resignations were Mattiebel Ratcliffe Willis from the Catalog Department and Bernice Bell from the Children's Department.

In February Miss May Wood Wigginton was chosen Head of the Catalog Department provided she would take a special course at a library school. She has been granted one year's leave for this purpose and the library is fortunate to have as temporary head, Miss Adelaide F. Evans, formerly instructor at Western Reserve University Library School. Miss Annie V. Pollard, formerly assistant librarian and Head of the Circulation Department was appointed Acting Librarian from April to October and George T. Settle, Head of the Order and Accession Department

was appointed Acting Assistant Librarian for the same period of time. Both are attending to their old duties in addition to those connected with the new offices.

Other appointments on the staff were Clara L. Behrens as stenographer in the Order Department, Anna Coldewey and Edna Grauman as assistants in the Catalog Department, Mary B. Gates as assistant in the Children's Department to succeed Grace Tabb, transferred to the Circulation Department, Maud Sehon as assistant at Highland Branch to succeed Minnie Dearing Miller, transferred to the Circulation Department at Main, and Ruth Theobald as assistant in Crescent Hill Branch.

The third training class of five members completed the course in March. The annual examination was held June 26 and was taken by 35 people. This is about three times as many as ever before. From those who passed, a training class will be formed sometime in fall.

The acting assistant librarian was appointed a member of the Kentucky Library Commission.

Orders and Accessions. There have been 17,795 volumes and 7,061 pamphlets added; 5,443 volumes have been discarded, leaving a total of 151,019 volumes now in the libraries.

VOLUMES IN THE LIBRARIES 1911-1912

	Main Library	Colored Branch	Highland Branch	Portland Branch	Cr. Hill Branch	Parkland Branch	Sh. Pk. Branch	Total
Last report	105,399	8,348	7,264	6,793	4,279	4,367	2,217	138,667
Added '11-12	9,923	1,584	1,105	1,342	929	1,049	1,863	17,795
	115,322	9,932	8,369	8,135	5,208	5,416	4,080	156,462
Discarded '11-12	3,313	444	663	442	116	303	72	5,443
Now in libraries	112,009	9,488	7,706	7,693	5,092	5,023	4,008	151,019

VOLUMES IN THE LIBRARIES 1905-1912

Year	1905	1906	1907	1908	1909	1910	1911	1912
Volumes	70,369	83,214	92,544	105,399	117,471	128,325	138,667	151,019

Book Account. Expenditures under the book account this year were as follows. How the amounts were divided among the various libraries is shown on page 17.

BOOK ACCOUNT 1911-1912

	Volumes	Pam- phlets	Binding	Re- binding	Serials	Total
Number	15,573	1,027	899	7,510	793	
Cost	\$13,412 33	\$133 81*	\$1,082 40	\$2,990 84	\$1,953 60	\$19,572 98

* Includes cost of unbound numbers of magazines and pictures

Other Expenditures were: Expense \$5,386.91, light, heat and power \$5,828.18, furniture and fixtures \$875.19, repairs and improvements \$1,498.74, pay roll, librarian and assistants \$31,342.87, janitors \$5,328.85, insurance \$106.65. These items are divided by libraries on page 17. Expenditures on building and interest accounts will be found in the treasurer's report.

Periodicals. Of the book fund \$1,953.60 was spent for current periodicals. There are 501 titles, 254 paid subscriptions and 247 gifts. This includes magazines, library bulletins, daily and weekly newspapers, duplicated to the amount of 1,076 copies, 774 bought and 302 given. The library bound 899 copies of 122 titles.

COST OF MAINTENANCE*
Main and Branches
 Year ending August 31, 1912

Account	Main	Colored	Highland	Portland	Crescent Hill	Parkland	Shelby Park	Total
Book	\$10,676 33	\$1,261 91	\$1,395 53	\$1,655 98	\$1,142 71	\$1,237 53	\$2,202 99	\$19,572 98
Expense	3,314 76b	271 65	279 26	679 42	284 38	247 81	309 63	5,386 91
Light, heat and power	4,484 09	242 94	311 50	14 40	245 06	275 81	254 38	5,828 18
Furniture and fixtures	693 94b	30 70	79 50	30 50	14 25	8 55	17 75	875 19
Repairs and improvements	1,211 99	87 25	59 05	17 00	2 40	45 70	75 35	1,498 74
Pay Roll, Librarian, etc	23,061 58	2,051 20	1,233 57	1,529 25	1,151 18	1,254 50	1,041 59	31,342 87
Janitors	3,152 00	438 00	360 75	240 00	360 00	420 00	358 10	5,328 85
Insurance	63 90	-----	-----	-----	-----	-----	42 75	106 65
Total	\$46,678 59	\$4,363 65	\$3,719 16	\$4,166 55	\$3,199 98	\$3,489 90	\$4,302 54	\$69,940 37

a) The credits on the book account amount to \$279.81, most of which was collected through the duplicate pay collection. This credit belongs to Main. The credits on light furnished for art exhibits at Main is \$112.32. The credits on the expense account, transportation refunded and payments made by other libraries for Christmas lists amount to \$291.20, which should be credited on Main amount.

b) These amounts include \$46.75 for incidentals and \$1.50 for furniture and fixtures for Jefferson Branch.

GIFTS

Volumes	Pamphlets	Magazines	Continuances	Miscellaneous
1,360	7,061	679	310	17

Grateful acknowledgment is made of all these donations. Special mention should be made of the local papers, Anzeiger, Courier-Journal, Daily Record, Evening Post, Herald and Times.

Binding and Mending. Below are given a few items to illustrate the large amount of mechanical work done in adding books to the library, preparing them for circulation and keeping them in suitable condition for use.

	Volumes
Perforated.....	19,630
Gift plates inserted.....	1,074
Book plates inserted.....	32,120
Date slips and pockets inserted.....	32,449
Books mended.....	27,048
Pages cut, stamped, etc.....	1,660
Magazines and pamphlets covered.....	2,534
Title pages typewritten.....	298
Order cards collated.....	34,310
Binding ordered.....	811
Rebinding ordered.....	7,140

Cataloging. The work of this department for the past year is as follows:

	1911-12	Total
Total volumes cataloged.....	17,935	147,706 (a)
Volumes cataloged for Main Library.....	9,308	103,811
Volumes cataloged for Branches.....	8,627	43,895
Shelf list cards made.....	10,069	75,972
Catalog cards made.....	24,803	249,526
Cards filed in Official Catalog.....	8,953	85,859
Cards filed in L. C. Deposit Catalog.....	42,036	510,978

a) Including 16,694 volumes which have been discarded

This department was without a head from September to February, but regardless of this fact the work shows a splendid increase for the year.

VOLUMES CATALOGED

1911-1912

1905-1912

	Adult	Ref.	Juv.	Total	Adult	Ref.	Juv.	Total
For Main.....	*5,447	1,671	3,861	9,308	*81,203	21,127	22,608	103,811
For Colored.....	400	76	1,094	1,570	3,925	885	6,460	11,270
Crescent Hill..	512	50	448	1,010	2,813	412	1,985	5,210
Highland.....	513	46	587	1,146	4,954	587	3,523	9,064
Parkland.....	538	46	513	1,097	2,885	440	2,165	5,490
Portland.....	777	80	553	1,410	4,981	654	3,239	8,874
Shelby Park..	766	60	1,568	2,394	1,495	375	2,117	3,987
Total for Branches	3,506	358	4,763	8,627	21,053	3,353	19,489	43,895
Grand Total.....				17,935				147,706

* Includes Reference books

Registration. During the year there were added 7,981 borrowers. Of these 6,085 were new borrowers and 1,896 were re-registered borrowers whose cards had expired. The cancellations during the year by expiration were 7,301. The withdrawals by leaving city or by death were 289. The total borrowers' cards now in force are 38,602. These arranged according to libraries are as follows:

	Adult	Juvenile	Total
Main Library.....	8,972	10,058	19,030
Highland Branch.....	2,173	1,420	3,593
Portland Branch.....	2,646	1,966	4,612
Colored Branch.....	1,592	1,966	3,558
Crescent Hill Branch.....	1,445	655	2,100
Parkland Branch.....	2,237	909	3,146
Shelby Park Branch.....	1,038	1,525	2,563
Total.....	20,103	18,499	38,602

Circulation. Books have been issued from the main library, six branches, 25 deposit stations and 213 class room collections, a total of 245 centers. Through these 704,936 volumes were circulated, an increase of 52,096 volumes over last year.

Year	1905	1906	1907	1908	1909	1910	1911	1912
Volumes	69,705	320,849	387,788	447,195	564,797	600,159	652,840	704,936

Library	Circulation Arranged by Libraries	Volumes Issued
Main Library		
Open Shelf Room.....	178, 584	
Stack Room.....	28, 199	
Reference Room.....	2, 846	
Order Department.....	1, 218	
Catalog Department.....	1, 102	211, 949
<hr/>		
Children's Room.....	57, 020	
Class room collections and stations sent from main library.....	90, 508	147, 528
<hr/>		
Colored Branch.....	33, 899	
Class room collections and stations sent from this branch.....	39, 563	73, 462
<hr/>		
Crescent Hill Branch.....	48, 853	
Clifton station conducted by this branch.....	1, 389	50, 242
<hr/>		
Highland Branch.....		52, 854
Parkland Branch.....		46, 091
Portland Branch.....		70, 162
Shelby Park Branch.....		52, 648
<hr/>		
Total.....		704, 936

Summary

Main.....	268, 969
Stations.....	131, 460
Branches.....	304, 507
<hr/>	
Total.....	704, 936

Stations. Deposit stations have been maintained in 25 places. The circulation at these was 14,216 volumes, an increase of 9,687 volumes over last year. It is hoped during the coming year to do a great deal more of this work. A station has already been established within the past week at the County jail and a great many other places are under consideration at present.

Reference Work. The number of recorded questions looked up at Main is 17,331, a decrease of 102; at the branches 11,183 topics were looked up making a total of 28,514 topics, an increase of 1,793 over last year. At main 122 bibliographies and reading lists were compiled. The volumes and magazines loaned from the department for home use amounted to 2,846, pictures loaned 57. There were 17 volumes borrowed from the Library of Congress and the Library of the Surgeon General. In the library clipping book were entered 520 separate items filling 350 columns

and in the genealogical clipping book 507 columns were entered. There were 1,671 volumes added to the department during the year, making the total reference collection 21,127 volumes. As heretofore much assistance was given to people in various parts of the state. There were 155 questions looked up for non-residents and 152 volumes sent out of the city.

Work with Children. The juvenile circulation for the year was 294,402 volumes, a decrease of 3,247 volumes. This is partly explained by the fact that an epidemic of spinal meningitis swept Louisville, during which the schools and all children's rooms were closed for two weeks. Even after the libraries had been disinfected borrowers remained away for sometime.

	Volumes Drawn		Children Registered
	1911	1912	
Main Library	62, 674	57, 020	10, 058
Colored Branch	13, 655	17, 512	1, 966
Highland Branch	20, 150	17, 724	1, 420
Crescent Hill Branch	13, 780	14, 719	655
Parkland Branch	15, 446	14, 702	909
Portland Branch	22, 917	21, 546	1, 966
Shelby Park Branch	10, 009	25, 745	1, 525
Class room collections and stations	139, 018	125, 434(a)	
Total	297, 649	294, 402	18, 499
a) White (165 collections and 21 stations)			86, 182
Colored (48 collections and 2 stations)			39, 252

Branches. The library system now consists of six branches containing 39,010 volumes. There were added to the branches last year 7,872 volumes and the circulation total was 304,507, an increase of 52,765 volumes.

The new Jefferson Branch will be ready for opening sometime in December and the contracts for the erection of the new Portland Branch building will be awarded at the September Board meeting. Funds are now being raised for the purchase of a site in the eastern section of the city for a second Colored Branch. When these are completed the system will contain eight branches.

A FEW BRANCH STATISTICS

	Colored	Highland	Portland	Crescent Hill	Parkland	Shelby Park	Total
Volumes in branch	9,488	7,706	7,693	5,092	5,023	4,008	39,010
Card holders registered	3,558	3,593	4,612	2,100	3,146	2,563	19,572
Volumes circulated	73,462a	52,854	70,162	50,242b	46,091	52,648	345,459
Reference topics looked up	1,582	1,805	2,816	2,020	1,715	1,245	11,183

a) Includes 39,563 volumes circulated through class room collections and stations

b) Includes 1,389 volumes circulated through Clifton Station

Lectures at Normal School. The course of lectures to the students at the Normal School was repeated with the exception of the three on cataloging and classification. This was due to the fact that there was no Head to that Department until February.

Disinfecting. All the branches and the main Children's Room were disinfected during the past year, following an epidemic of spinal meningitis.

Publicity. The library as usual made much use of its multigraph. There were 110 different lists, circulars and letters run off and duplicated to the amount of 23,570 copies. Through the regular print shops eleven publications were issued, duplicated to the amount of 35,600 copies.

The most important of the publications issued through the regular print shops were the library poster and the list on Education. The former were framed and hung in prominent places, such as banks, hotels, railroad stations, department stores, factories, etc.

The list on Education was mailed to all teachers in the city and in Jefferson County. Application cards were enclosed together with a note requesting if they were members to pass the card to someone interested. It is proposed to follow this plan with book lists for all professions and occupations.

American Library Association. In June the Board of Trustees extended a formal invitation to the American Library Association to hold its meeting in 1913 in Louisville. This invitation was joined in by Governor James B. McCreary on behalf of the State, Mayor W. O. Head on behalf of the City, and by the Louisville Convention and Publicity League, Board of Trade, Commercial Club, Baptist and Presbyterian Theo-

logical Seminary Libraries, Filson Club of Kentucky, Kentucky Library Commission, and Kentucky Library Association.

The invitation was issued as a booklet. This was distributed at the Ottawa meeting, and has been sent to librarians in Kentucky and all Southern States, asking their co-operation in urging the invitation. The selection of a meeting place has been referred to the Executive Board. The library was represented at this meeting by the Acting Assistant Librarian, Director of Children's Work and the Classifier.

Duplicate Pay Collection. In March a duplicate pay collection was opened in the library. It contains 331 titles of fiction. The circulation for the past six months has been 4,508 volumes and the receipts \$251.51.

Meetings in the Libraries. There were 810 meetings held in the library as follows: Main 154, Colored 219, Highland 70, Portland 197, Crescent Hill 48, Parkland 80, Shelby Park 42. The increase over last year in the number of meetings held is 80.

Museum. The attendance in the museum has been 21,680. A number of interesting additions in curios and specimens have been presented this year.

Art Exhibits. The following exhibits were held in the art rooms of the library: 1) Seventh Free Exhibition of the Louisville Art Association November 8 to 28; 2) Second Exhibition of the Louisville Artists' League December 6 to 23; 3) Eighth Free Exhibition of the Louisville Art Association including paintings selected from the members of the Society of Western Artists and photographs from a collection assembled and sent out by the American Federation of Arts February 1 to 20; 4) Ninth Free Exhibition of the Louisville Art Association including water colors by members of the New York Water Color Club and illustrations from the collections of the Society of American Illustrators April 18 to May 3.

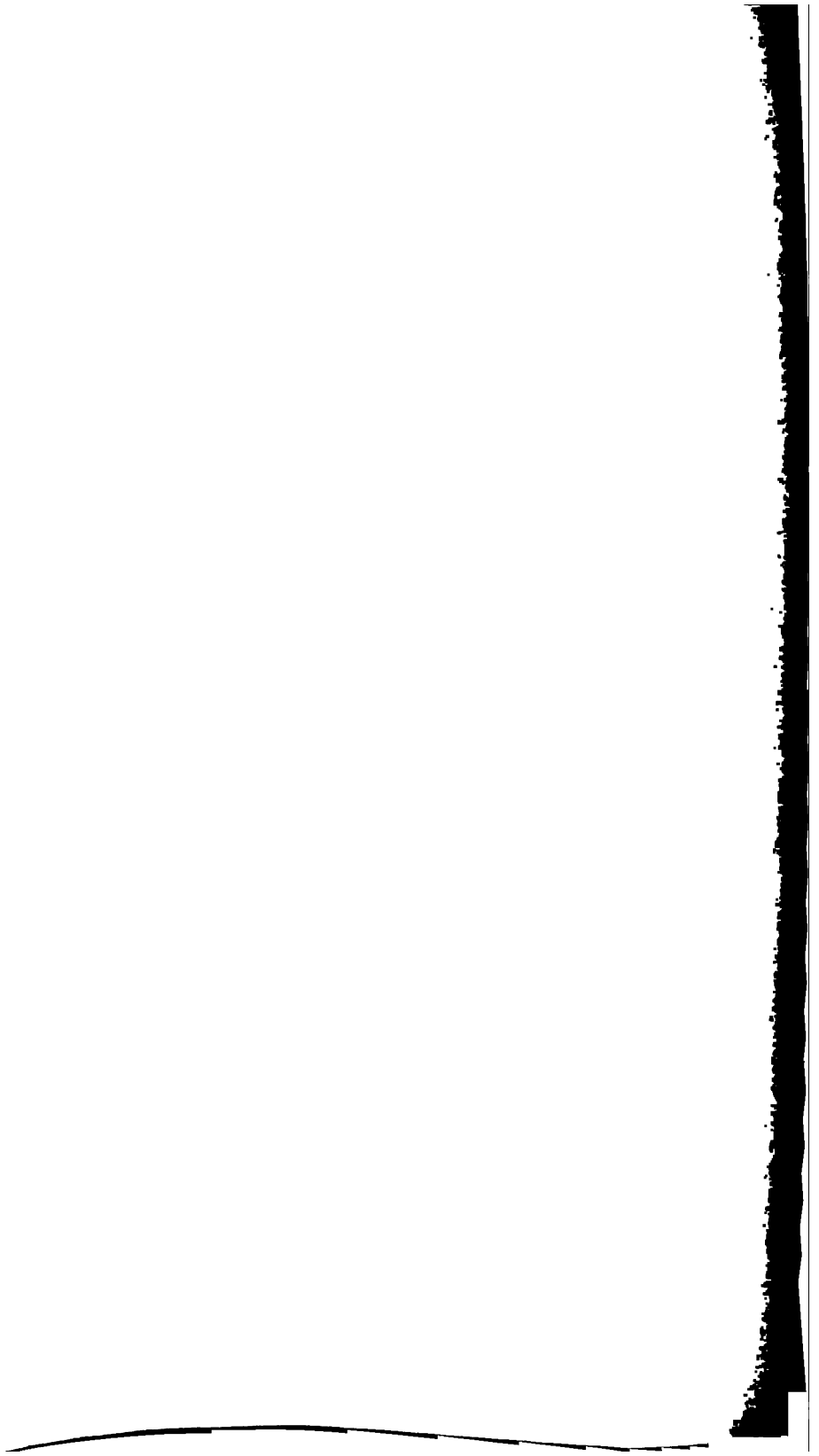
The report for the year is most gratifying as it shows great increase along all lines with the exception of children's work, which decrease has been partly explained, and registration. A new plan has been adopted, mentioned under publicity, by which it is hoped to increase the registration.

The librarian desires to express due appreciation to the staff members, who have made such a splendid record possible.

Respectfully submitted

Annie V. Pollard

Acting Librarian



15849320

572

Ninth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

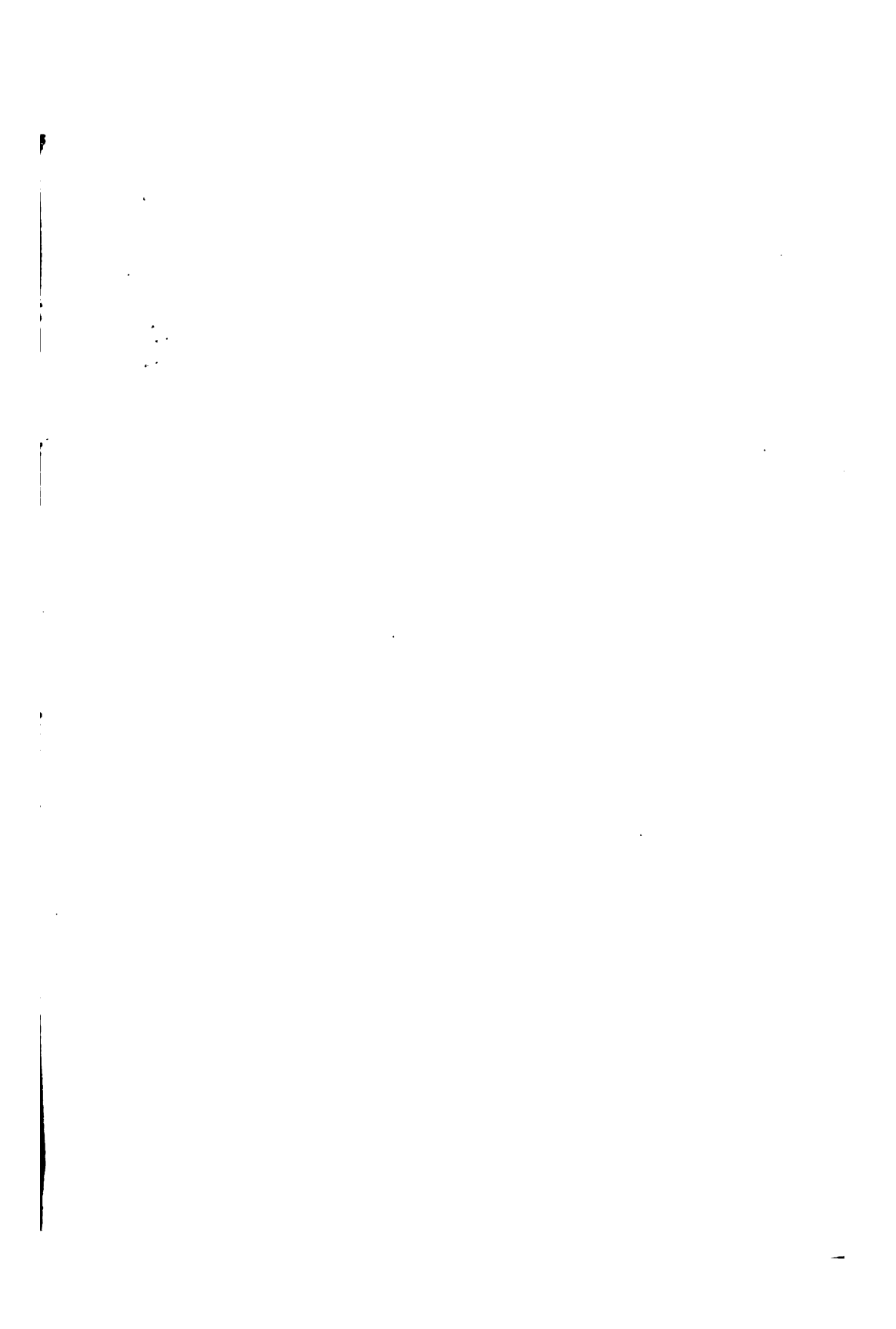
FOR THE

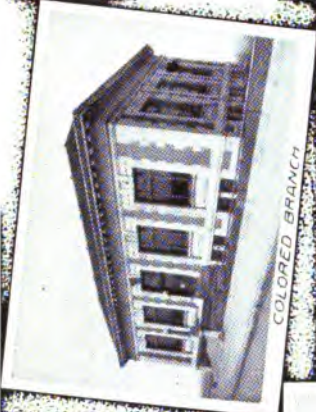
Year Ending August 31

1913

Louisville Free Public Library
Louisville, Kentucky
1913



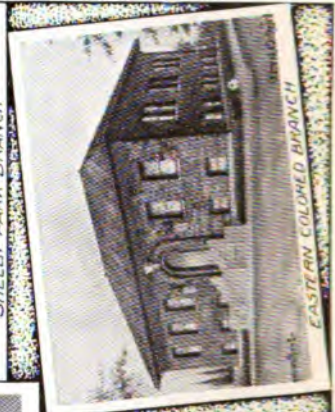




COLORED BRANCH



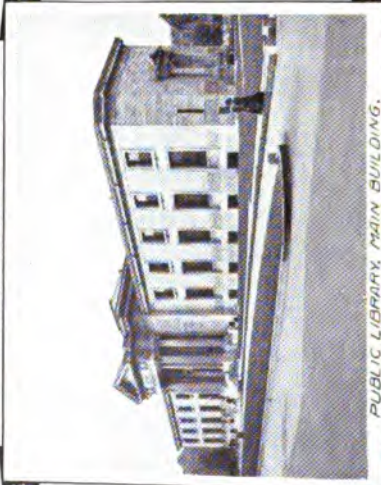
SHELBY PARK BRANCH



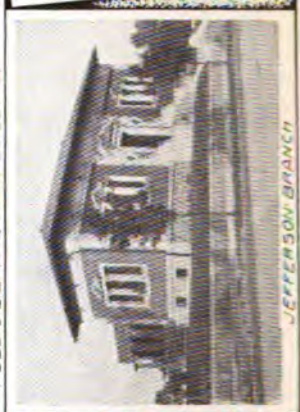
EASTERN COLORED BRANCH



PARKLAND BRANCH



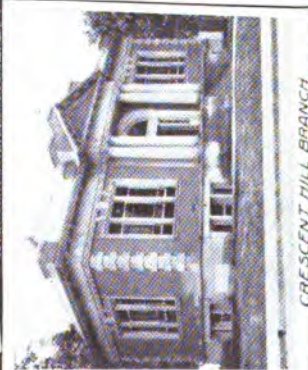
PUBLIC LIBRARY, MAIN BUILDING.



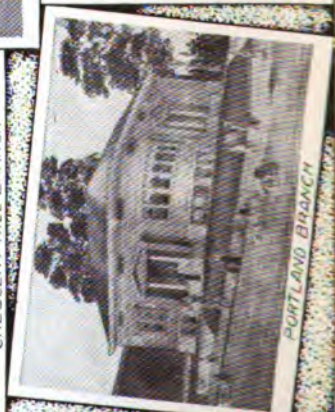
JEFFERSON BRANCH



HIGHLAND BRANCH



CRESCENT HILL BRANCH



PORTLAND BRANCH

LOUISVILLE FREE PUBLIC LIBRARY BUILDINGS

Ninth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

FOR THE

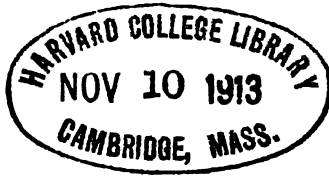
Year Ending August 31

1913

Louisville Free Public Library

Louisville, Kentucky

1913



To the Library.

CONTENTS

Trustees, officers and committees.....	4
Libraries, location and hours.....	6
Library staff.....	8
President's letter of transmittal.....	10
Auditor's report.....	11
Treasurer's report.....	12
Cost of maintenance table.....	15
Librarian's report.....	16
Summary for the year.....	17
Volumes in the libraries.....	21
Book account.....	21
Binding and mending.....	22
Circulation arranged by libraries.....	24
Children's circulation and registration.....	25

LOUISVILLE FREE PUBLIC LIBRARY
 Incorporated

BOARD OF TRUSTEES

**Ex-Officio, Term Expires November
 1913**

William O. Head, *Mayor of Louisville*

**Term Expires April
 1914**

Bennett H. Young

John J. Davis

Edward J. O'Brien

**Term Expires April
 1915**

Edgar Y. Mullins

George S. Whittingham

Edward L. Powell

**Term Expires April
 1916**

Charles R. Hemphill

Thomas A. Barker

Chester Mayer

**Term Expires April
 1917**

W. H. Bartholomew

William Thalheimer

Joshua D. Powers

THE LIBRARIES**Location and Hours**

MAIN LIBRARY

Fourth and Library Place

Opened in temporary quarters 4 May 1905

New building opened 24 July 1908

Hours: 9 a. m. to 10 p. m. week days, 2 to 10 p. m. Sundays

HIGHLAND BRANCH

Highland Avenue and Cherokee Road

Opened in temporary quarters 7 January 1905

New building opened 8 February 1908

Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays

PORTLAND BRANCH

537 North Twenty-sixth Street

Opened in temporary quarters 18 December 1905

New building at Portland Avenue and Western Parkway
will be opened shortly

Hours: 2 to 9 p. m. daily including Sundays

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues

Opened in new building 29 September 1908

Hours: 2 to 9 p. m. daily including Sundays

PARKLAND BRANCH

Twenty-eighth Street and Virginia Avenue

Opened in new building 15 October 1908

Hours: 2 to 9 p. m. daily including Sundays

SHELBY PARK BRANCH

Hancock and Oak Streets
Opened in new building 27 March 1911
Hours: 2 to 9 p. m. daily including Sundays

JEFFERSON BRANCH

Jefferson Street between Seventeenth and Eighteenth
Opened in new building 10 March 1913
Hours: 2 to 9 p. m. daily including Sundays

WESTERN COLORED BRANCH

Tenth and Chestnut Streets
Opened in temporary quarters 23 September 1905
New building opened 29 October 1908
Hours: 10 a. m. to 9 p. m. week days, 2 to 9 p. m. Sundays

EASTERN COLORED BRANCH

Hancock and Lampton Streets
New building under construction

Sunday opening is for reading and reference only and not for the circulation of books. The libraries are open on all legal holidays for reading and reference only; the main library from 2 to 10 p. m. and the branches from 2 to 9 p. m. The libraries are closed on Christmas day.

- a) Department organized in March.
- b) Position temporarily filled by a substitute.
- c) Position unfilled.

THE Managers of the House of the Good Samaritan beg your consideration of their plea for a new ward for incurable cases of cancer.

For building and instalment \$40,000 must be in hand, and toward this sum \$20,620 is acknowledged in this report.

Since going to the printer a gift of \$10,000 has caused much rejoicing, for it brings so much the nearer the possibility of building.

Will not every one who knows of the prevalence of cancer and its suffering come forward now and complete this provision for the poor whose need is so pitiful.

Admission to this hospital is absolutely free.

Donations, large or small, may be sent to Miss Catherine A. Codman, 35 Brimmer Street, or to the Treasurer, Mr. Francis W. Hunnewell, 87 Milk Street.

- a) Position filled by librarian.
- b) Position temporarily filled by a substitute.
- c) Half time in Circulation and Reference departments.

LIBRARY STAFF—Continued

Children's Department

Bernice W. Bell, *Head*

Laura M. Fay

Maud Sehon

Edward Hinkel, *Page*

Stations and Extension Department (a)

Jennie O. Cochran, *Head*

Museum Attendant

Susan B. Shane

Branch Libraries

Highland Branch -----	{ Mary B. Pratt, Branch Librarian Elizabeth S. Woodson
Portland Branch -----	{ Hall Warren, Acting Branch Librarian Anna Giles Greenaway
Crescent Hill Branch --	{ Sallie T. Berryman, Branch Librarian Ruth Theobald
Parkland Branch -----	{ Jessie M. Taylor, Branch Librarian b) -----
Shelby Park Branch ---	{ Loraine Norris, Branch Librarian Sarah Dreher
Jefferson Branch -----	{ Minnie Dearing Miller, Branch Librarian Ada K. Sievers
Western Colored Branch	{ Thos. F. Blue, Branch Librarian Rachel D. Harris Elizabeth I. Finney
Eastern Colored Branch	{ c) ----- c) -----

a) Department organized in March.

b) Position temporarily filled by a substitute.

c) Position unfilled.

PRESIDENT'S LETTER OF TRANSMITTAL

Louisville, Ky.

To the General Council of the City of Louisville:

Gentlemen:

I am handing you herewith for your information the ninth annual report of the Louisville Free Public Library. It is gratifying to note the increased usefulness of the library during the year. The circulation was 776,654 volumes in the homes of our citizens. This is an increase of 71,718 volumes over the preceding year.

The report of the library in 1909, the year I came into office, shows that there were five library buildings in the city with 117,471 volumes on the shelves and a circulation of 564,797 volumes. The present report shows that there are now nine library buildings with 163,214 volumes for public use. The Eastern Colored Branch, which is the ninth building, is under roof and will probably be opened in October.

I desire to thank the members of the Board for the assistance given during my term of office. The work accomplished during the last year shows that it was a busy one for the librarian and the members of the Board, especially those on the Building Committee.

Respectfully submitted

W. O. Head

President

Sept. 10, 1913

REPORT OF THE AUDITOR

Louisville, Ky., September 4, 1913.

Hon. W. O. Head, *Mayor*,
City of Louisville.

Dear Sir:

Agreeable with instructions, our Mr. Turner and his assistants have made a thorough audit of the books and accounts of the Louisville Free Public Library.

The receipts and disbursements of cash for the fiscal year (September 1, 1912 to August 31, 1913) were verified in every possible manner and same found correct. The cash balance, September 1, 1913 of \$3,712.41, agrees with the bank pass book when the outstanding checks are taken into consideration.

The audit proved satisfactory to us in every way and the books are in splendid condition.

Thanking you for the confidence, we are,

Respectfully yours,

(Signed) Turner & Spencer

REPORT OF THE TREASURER

Louisville, Ky. Sept. 1, 1913.

Hon. W. O. Head, President Board of Trustees,
Louisville Free Public Library.

Dear Sir:

As Treasurer of the Louisville Free Public Library, we would respectfully report the following receipts and disbursements for the year ending August 31, 1913.

Receipts and disbursements of cash, Sept. 1, 1912 to Aug. 30, 1913.

Receipts:

City of Louisville,		
Taxes of 1902 assessment.....\$	3	30
1903 " 	19	51
1904 " 	15	20
1905 " 	18	21
1906 " 	47	40
1907 " 	67	90
1908 " 	130	42
1909 " 	220	81
1910 " 	436	98
1911 " 	841	79
1912 " 	5	331 21
1913 " 	56	846 19
		<u>\$63 978 92</u>
Total rents collected.....	17	878 61
Fines collected at all libraries.....	1	870 82
Reserves collected at all libraries.....		11 44
Collected for lost and duplicate pay books.....		530 52
Collected for light furnished.....		122 16
Salaries, refunds and errors returned.....		79 10
Expense and sundry receipts.....		47 45
Furniture and fixtures.....		34 50
Amount contributed for Eastern Colored Branch.....		1 000 00
Bills payable.....	20	000 00
Andrew Carnegie for Branches.....	35	000 00
		<u>55 000 00</u>
Total receipts.....	140	553 52
Balance on hand as per last statement.....		9 511 51
		<u>\$150 065 03</u>

Disbursements:

Books.....	\$18 430 08	
Binding.....	3 212 25	
Rebinding.....	561 30	
	<hr/>	\$22 203 63
Expenses.....	6 201 35	
Salaries.....	37 871 99	
Light, heat and power.....	6 186 50	
Repairs and improvements.....	4 723 11	
Insurance.....	2 983 99	
Interest on loans.....	263 99	
Furniture and fixtures.....	871 21	
	<hr/>	\$81 305 77
Actual working disbursements.....		\$81 305 77
Bills payable.....	20 000 00	
Construction, building.....	40 046 85	
Paid for Eastern Colored Branch Site.....	5 000 00	
	<hr/>	65 046 85
Total disbursements.....		<hr/> 146 352 62
Balance on hand Aug. 30, 1913.....		<hr/> <hr/> \$ 3 712 41

Trial balance from the Treasurer's books September 1, 1913, shows the following assets and liabilities:

	Debits	Credits
Cash balance.....	3 712 41	
Books.....	149 932 63	
Reserve for depreciation.....		63 290 72
Real estate.....	535 455 52	
Buildings.....	615 821 15	
Jefferson Branch, construction.....	20 942 05	
Portland Branch, construction.....	18 804 80	
Eastern Colored Branch, construction.....	6 400 00	
Furniture and fixtures.....	92 115 23	
Statuary.....	25 000 00	
Pictures.....	15 000 00	
Cabinets and contents.....	25 000 00	
	<hr/>	
Mutual Life Insurance Co. mortgage.....		310 000 00
Andrew Carnegie, for—		
Jefferson.....	25 088 20	
Portland.....	23 261 80	
Eastern Colored.....	1 650 00	
	<hr/>	50 000 00
Capital Account (Fixed Investments).....	1 085 033 81	
Less working capital overdrawn.....	140 74	
	<hr/>	1 084 893 07
	<hr/>	<hr/> 1 508 183 79
		1 508 183 79

Louisville Free Public Library

We have drawn from Mr. Carnegie this year on account of the branch libraries, as follows:

For the Jefferson Branch.....	15 088 20
For the Portland Branch.....	18 261 80
For the Eastern Colored Branch.....	1 650 00
Total.....	<u>35 000 00</u>

The Jefferson Branch has been completed and the Portland Branch is practically completed, while the Eastern Colored Branch is still in process of erection.

The amount to the credit of the building account with the Carnegie Corporation, as of September 1st, 1913, is \$16,834.44.

We refer to and make a part of this report, the report of Turner & Spencer, examiners appointed by your Honor, showing in detail all monies received from September 1, 1912, to Aug. 30, 1913, and mark it "A." It shows all the assets and liabilities of the Louisville Free Public Library on this date.

Respectfully submitted,

The Louisville Trust Company, Treasurer
Louisville Free Public Library,

By (Signed) Angereau Gray
Treasurer.

COST OF MAINTENANCE*

Main and Branches

Year ending August 31, 1913

ACCOUNT	Main	Western Colored	Highland	Portland	Crescent Hill	Parkland	Shelby Park	Jefferson	Eastern Colored	Totals
Book.....	\$ 9,681 51	\$1,101 08	\$1,154 32	\$1,782 20	\$1,084 54	\$1,370 24	\$1,452 15	\$2,785 63	\$1,791 96	\$22,203 63
Expense.....	3,721 98	327 82	330 43	735 59	304 56	303 99	335 81	102 47	38 70	6,201 35
Light, heat and power.....	4,911 26	236 71	246 40	9 49	224 77	263 69	190 94	103 24	-----	6,186 50
Furniture and fixtures.....	1755 18	9 20	-----	3 15	8 50	15 00	13 50	66 18	50	871 21
Repairs and improve- ments.....	2,170 18	188 45	976 50	30 00	113 80	1,138 35	50 68	55 15	-----	4,723 11
Pay Roll, Librarian, etc.	22,420 78	2,184 75	1,318 67	1,621 67	1,230 75	1,297 10	1,181 72	477 50	-----	31,732 94
Janitors.....	3,379 90	474 25	370 25	265 00	397 50	463 75	445 15	343 25	-----	6,139 05
Insurance.....	1,799 54	202 50	301 20	150 00	202 50	135 00	42 75	150 50	-----	2,983 99
Total.....	\$48,840 33	\$4,724 76	\$4,697 77	\$4,597 10	\$3,566 92	\$4,987 12	\$3,712 70	\$4,083 92	\$1,831 16	\$81,041 78

*This does not include Interest on loans \$263.99 and \$5,000 paid for Eastern Colored Branch site.

†This includes \$200.00 for Library of Congress printed cards.

REPORT OF THE LIBRARIAN**TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY**

Gentlemen: I have the honor to present herewith the ninth annual report of the Louisville Free Public Library for the fiscal year ending August 31, 1913.

The year has been a notable one in many respects. The library was without a librarian until November, and two departments were without heads until December. One department was very much disorganized and there was a feeling of much uncertainty in all departments for the first few months of the year. The appointment of a librarian was made to take effect November 15. Since then several important changes have been made on the staff, in the management, and a new department has been organized. Upon the recommendation of the librarian the following appointments were made:

Jennie M. Flexner, who has been connected with the institution since 1905, serving in the Order, Catalog and Circulation departments and a graduate of Western Reserve University Library School, was placed at the head of the Circulation Department. Bernice W. Bell, connected with the library since 1907 in the Order and Children's departments and a graduate of the Pittsburgh Training School for Children's Librarians, was placed in charge of the Children's Department, to have general supervision of the children's work in the branches and schools. These departments have been reorganized and are doing splendid work. The Board in allowing the full time of one assistant to take charge of a new department, Stations and Extension, has done well and the report of the work is sufficient evidence that it is a step forward in bringing the library closer to the people. Jennie O. Cochran, for eight years Librarian at the Portland Branch, was assigned to this work. Bertha Guntermann, who had been connected with the Order and Accession Department for six years, was made Senior Assistant in that Department, the librarian performing the duties of Head of the Department as heretofore.

The chief event of the year was the transfer, on May 13, of the Polytechnic Society property to the Library Board. This included the magnificent store building in Fourth Avenue, valued at \$630,000, together with all books, statuary, museum collection, paintings, etc. The rents from this building, which is occupied by a large department store, will add materially to the revenue and will enable the library to do much additional work which otherwise could not have been accomplished.

The opening of the Jefferson Branch library, the completion of the new Portland Branch building, and the drawing of plans and the erection of the Eastern Colored Branch building, are added items of interest for the year, which has been a busy one for the members of the Library Board and the librarian.

The library system consists of the main library, seven branches, (with the eighth under construction) 213 class room collections in schools and 37 deposit stations, a total of 258 centers for the circulation of books for home use.

Summary for the Year

Books accessioned during year.....	19,061
Books discarded, etc. during year.....	6,866
Total books in the libraries.....	163,214
Books cataloged during year.....	16,921
Total number of catalog cards made	286,178
Borrowers registered during year.....	9,387
Total borrowers registered.....	40,824
Books issued.....	776,654
Reference topics looked up.....	33,583

Finances. The receipts for the year from city taxes were \$63,978.92, from rents from the Polytechnic Society \$17,878.61 and from miscellaneous sources (including \$1,000 received from citizens on the Eastern Colored Branch site) \$3,695.99, which gives a total of \$85,553.52. The amount spent for current maintenance was \$81,041.78, the amount for interest \$263.99, and for Eastern Colored Branch site \$5,000. The amount received from Mr. Carnegie on account of three branches under construction was \$35,000. There was spent on Jefferson Branch \$14,842.05, on Portland Branch \$18,804.80, on Eastern Colored Branch \$6,400. These amounts show a total expenditure for all purposes of \$126,352.62.

Buildings. The Jefferson Branch Library building was opened with appropriate exercises on March 6. The library was open for inspection on March 7, 8 and 9 and opened for circulation on March 10. This is a new branch, well located and doing splendid work. The Portland Branch building is ready and will be occupied as soon as the furniture is installed. The delay in the delivery of the furniture has been occasioned by a strike of wood workers in the factory which has the contract. This is a new building erected on a new site for a branch heretofore conducted in rented quarters. The Eastern Colored Branch building is under roof and will be occupied before the end of the calendar year. This is a new branch library splendidly located in the center of the eastern colored population. The lot for this building cost \$5,000, of which amount \$1,000 was paid by the colored citizens with the assistance of their white friends.

Many improvements and repairs have been made during the year at the main library and branches. The skylight over the Delivery Room at the main building was strengthened by adding a bridge beam. The glass was removed and lighter glass inserted. The Building Committee has under consideration the librarian's and architect's recommendation to raise the skylight, build up the walls of this room, add windows for ventilation and turn what is now an attic without ventilation and useless into a well equipped room for art exhibits and the like. This committee has also under consideration the librarian's plan to enlarge the Museum quarters in the basement by taking in the present Newspaper Room. The Art Room and Polytechnic Society Room, on the second floor, are to be arranged into a Newspaper Room and class rooms. The suggestion of the architect to change all toilets at the main building is also under consideration by the Building Committee. Repairs and improvements have been made at the Colored, Highland and Parkland branches. Concrete walks have been placed around the walls at Highland and Parkland, and iron and glass covers have been placed over the areas at Parkland for protection of the foundations and walls and to prevent dampness in the basement rooms. The interior walls and ceilings at Colored, Highland, Parkland and Crescent Hill branches have been redecorated, and the wood work of the windows and doors has been repainted. These build-

ings look like new and in all respects are in as good repair as the day they were opened.

The librarian has recommended that a Municipal Reference Room be placed at the City Hall, or that a Civics Room be opened at the main building in connection with the new Newspaper Room. This has been acted upon favorably by the committee appointed for consideration of the subject, and will be included by the Board in the budget for 1913-14.

Staff. Several changes were made on the staff during the year in addition to those already mentioned. Annie V. Pollard, who had been Assistant Librarian since the opening of the library, and Acting Librarian from April to November resigned in the last named month to make her home in Southern California. Adelaide F. Evans resigned the position as Acting Head of the Catalog Department in August to become Head Cataloger in the Newark library. Miss Evans was connected with the library from February 1912 to August 1913, during the absence of a member of the staff at Library School. Anna F. Hubbuch, who had been Librarian's Secretary from October 1907 to March 1913 resigned to be married. In the death of Kanna Davidson, who had been an assistant at the Portland Branch since 1905, the staff lost a popular member and the library a conscientious and hardworking assistant.

May Wood Wigginton, who had been chosen Head of the Catalog Department and granted a leave of absence to take a special course at the New York State Library School, returned July 1 and took up the work of the department. Carolyn E. Adelberg was appointed Librarian's Secretary to succeed Miss Hubbuch. Minnie Dearing Miller was transferred from the Circulation Department to the branch librarianship of Jefferson Branch and Maud Sehon was transferred from the Highland Branch to the Children's Room at the main library. Other appointments on the staff were Mary Mullins as assistant in the Order and Accession Department, Ruth Fisher as assistant in the Circulation Department, Alice F. Gilmore as assistant giving half time each in the Circulation and Reference departments, Laura M. Fay as assistant in the Children's Department, Elizabeth S. Woodson as assistant at the Highland Branch, Anna Giles Greenaway as assistant at Portland Branch, Sarah Dreher as

assistant at Shelby Park Branch, and Ada K. Sievers as assistant at Jefferson Branch. The transfer of Miss Schon and the appointment of Miss Fay were occasioned by the resignation of Rudolph Gunter and Mary B. Gates. The vacancy at Portland Branch caused by the transfer of Miss Cochran and the death of Miss Davidson has been temporarily filled by Hall Warren from the Parkland Branch.

The training class of 11 members completed the library course in March and five members of the class have been appointed to positions on the staff. The annual examination for admission to the class which will begin September 15 was held June 19 and was taken by 20 persons. Of these 5 are preparing for positions in the Colored branches by actual work in the Colored Branch under the direction of the Heads of Departments and the Colored Branch Librarian.

The librarian attended two meetings of the Kentucky Library Commission at Frankfort as a member of the Commission and with seven members of the staff attended the meeting of the A. L. A. at the Catskill Mountains June 23-28.

Order and Accession Department. This has been a busy year in this department. In addition to the usual work and regular purchases, two new branch libraries have been stocked with books. There were 19,061 volumes and 6,769 pamphlets added to the main library and branches during the year. Volumes to the amount of 6,866 have been discarded leaving a total of 163,214 volumes on the shelves for circulation.

VOLUMES IN THE LIBRARIES 1912-1913

	Main	Western Colored	High-land	Port-land	Cres-cent Hill	Park-land	Shelby Park	Jefferson	Eastern Colored	Total
Last report	112,009	9,488	7,706	7,693	5,092	5,023	4,008	-----	-----	151,019
Added '12-13	8,269	906	899	1,409	885	1,013	1,350	2,680	1,650	19,061
Discarded	120,278	10,394	8,605	9,102	5,977	6,036	5,358	2,680	1,650	170,080
'12-'13	4,393	760	430	478	166	403	229	7	-----	6,866
Now in li- braries	115,885	9,634	8,175	8,624	5,811	5,633	5,129	2,673	1,650	163,214

VOLUMES IN THE LIBRARIES 1905-1913

Year	1905	1906	1907	1908	1909	1910	1911	1912	1913
Volumes	70,369	83,214	92,544	105,399	117,471	128,325	138,667	151,019	163,214

Book Account. The expenditures under the book account for the year amounted to \$22,203.63. They were divided as follows. How the amounts were distributed among the various libraries is shown on page 15.

BOOK ACCOUNT 1912-1913

	Volumes	Pamphlets	Binding	Rebinding	Periodicals	Total
Number	16,058	556	529	7,992	824	
Cost	\$16,329 78	*\$51 75	\$562 30	\$3,212 65	\$2,047 15	\$22,203 63

*Includes cost of unbound numbers of magazines and pictures.

Other Expenditures. Expense \$6,201.35, light, heat and power \$6,186.50, furniture and fixtures \$871.21, repairs and improvements \$4,723.11, pay roll, librarian and assistants \$31,732.94, janitors and other labor \$6,139.05, insurance \$2,983.99. How the amounts were divided among the various libraries is shown on page 15.

Gifts. Acknowledgment is made of all gifts received. Special mention is made here of the Louisville papers received, Anzeiger, Courier-Journal, Daily Record, Evening Post, Herald and Times.

Volumes	Pamphlets	Magazines	Continuances	Miscellaneous
1,463	6,213	978	286	25

The most noteworthy gifts are as follows: The Louisville Literature Club presented a bronze bust of Madison Cawein, the Courier-Journal and Times Company a statue of George

D. Prentice and an extensive file of bound volumes of back numbers of the Courier, Journal, Courier-Journal, Times, etc., the Jefferson Branch Library Site Committee a piano for the Jefferson Branch and a series of framed pictures for the walls of that branch.

Binding and Mending. To illustrate the large amount of mechanical work necessary in adding books to the library, preparing them for circulation and keeping them in proper condition for use by the public the following few items are given:

	Volumes
Perforated.....	20,080
Gift plates inserted.....	1,124
Book plates inserted.....	27,831
Date slips and pockets inserted.....	30,277
Books mended.....	17,867
Pages cut, stamped, etc.....	3,909
Magazines and pamphlets covered.....	2,119
Title pages typewritten.....	303
Binding ordered.....	636
Rebinding ordered.....	8,670
Order cards collated.....	27,435

Catalog Department. The work of this department for the year has been up to standard. There were 16,921 volumes cataloged which is 1,014 less than last year. The head of the department in addition to cataloging conducted the apprentice class and since December did the work of classifier. One member of the department was on leave of absence during the whole year attending school. The transfer of some mechanical work on books from this department to the Order Department will lessen the delay in getting out new books and will enable the department to do more cataloging. The work for the past year is as follows:

	1912-13	Total
Total volumes cataloged.....	16,921	164,627 (a)
Volumes cataloged for Main.....	7,978	111,789
Volumes cataloged for Branches ..	8,943	52,838
Shelf list cards made.....	8,981	84,953
Catalog cards made.....	36,652	286,178
Branch officials made.....	3,116	4,218
Cards filed in L. C. Deposit catalog	44,401	555,379
Duplicate pay collection.....	252	583
Pamphlets.....	770(b)	8,507
Pictures.....		1,092

- a) Including volumes which have been discarded.
 b) Not including 3,816 government pamphlets.

Circulation Department. This department was reorganized in December and a new head appointed. The work shows a steady improvement by its reports. Registration has multiplied and the circulation has increased to a marked degree.

Registration. By increased registration, increased circulation is assured. During the year there were added 9,387 borrowers. Of these 7,531 were new registrations and 1,856 were re-registrations. The increase in registration was 1,406 borrowers. The number of cards now in force is 40,824.

Circulation. The circulation of books for home use is one way to show the work of the library in the community. Books have been issued from the main library, seven branches, 213 class room collections, a total of 258 centers. Through these agencies 776,654 volumes were circulated. This is an increase of 71,718 volumes over last year. The grand total of circulation since 1905 is 4,524,923. This statement of circulation does not include the thousands of volumes that are taken from the shelves and read at the reading tables in the libraries.

Special vacation privileges for summer readers, the use of the telephone in renewing and reserving books, the use of the telephone by the branches in circulating main library books through the branches and the extension of library privileges beginning September 1 will increase the circulation of books next year and promote the usefulness of the library.

Year	1905	1906	1907	1908	1909	1910	1911	1912	1913
Vols.	69,705	320,849	387,788	447,195	564,797	600,159	652,840	704,936	776,654

Library	Circulation Arranged by Libraries	Volumes Issued
Main Library		
Open Shelf Room.....	172,356	
Stack Room.....	32,162	
Reference Room.....	3,119	
Order Department.....	1,520	
Catalog Department.....	1,039	210,196
Children's Room.....	59,990	
Stations (white).....	114,806	174,796
Colored Branch.....	29,458	
Stations (colored).....	42,764	72,222
Crescent Hill Branch.....		58,390
Highland Branch.....		54,899
Parkland Branch.....		53,629
Portland Branch.....		65,907
Shelby Park Branch.....		56,419
Jefferson Branch.....		30,196
Total.....		776,654

Summary

Main.....	270,186
Branches.....	348,898
Stations.....	157,570
Total.....	776,654

Stations and Extension Department. The work of this department is to go out to reach readers who fail to come to the library. Through this department the library is reaching out to extend its usefulness. New stations were established in department stores, factories, manufacturing plants and the like where a sufficient number of people could be served to make it worth while. The report shows 37 deposit stations and the circulation of books for the year amounting to 35,147 volumes. This is an increase of 12 stations and of 20,931 volumes over last year. This increase appears since the organization of the department in March.

Reference Department. The records of the Reference Department show that the library is used by the public as never before in seeking information. The report shows that 20,268 questions and topics were looked up at main and 13,315 at the branches, making a total of 33,583 for the year. This is an increase of 5,069 over last year. There were 149 bibliographies

and reading lists compiled which is 27 more than last year. The number of volumes and magazines loaned from the department for home use amounted to 3,119 and 64 pictures. There were 20 volumes borrowed from the Library of Congress and from the Library of the Surgeon General's Office. In the library scrap book 503 separate items were entered. There were added to the department 998 volumes making a total of 22,125 in the reference collection. Assistance was given to libraries and individuals in various parts of the State. There were 228 questions looked up for non-residents and 194 volumes and magazines sent out of the city for this work.

Children's Department. This department was reorganized and a new head appointed in December. This is one of the most carefully conducted departments in the library. The head of the department has general supervision of the work with children at main, at the branches and at the schools. The work with the schools will be taken up at the beginning of the school year and the story hour will be revived at all the libraries. The circulation with children for the year was 328,401 volumes. This is an increase of 33,999 volumes over last year, when the circulation showed a decrease of 3,247 volumes. The circulation is divided at the main library and branches as follows:

	Volumes Drawn		Children Registered
	1912	1913	
Main Library.....	57,020	59,990	11,307
Colored Branch.....	17,512	15,121	1,480
Highland Branch.....	17,724	19,431	1,381
Crescent Hill Branch.....	14,719	18,626	848
Parkland Branch.....	14,702	20,800	1,064
Portland Branch.....	21,546	23,247	1,892
Shelby Park Branch.....	25,745	26,484	1,761
Jefferson Branch.....		14,348	960
Class room collections and sta- tions.....	125,434	130,354(a)	
Total.....	294,402	328,401	20,693
a) White (164 collections and 35 stations).....			88,741
Colored (49 collections and 2 stations).....			41,613

Branches. The library system now consists of seven branches with the eighth under construction to be occupied within a short time. The branches contain 47,329 volumes of which 10,792 volumes were added during the year. The total

circulation from the branches was 348,898 volumes, which is an increase of 44,391 volumes over last year.

The new Jefferson Branch was opened on March 10 and the circulation shows that no mistake was made in establishing it, and that the location is a good one.

The new Portland Branch building is complete and ready for the books to be moved from the rented quarters as soon as the furniture is installed. The circulation in the rented quarters shows a decrease, but this was expected when the Jefferson Branch was opened. When the branch gets into its new building and has additional territory to draw from, the circulation will be equal to any record made in the past.

The building for the Eastern Colored Branch library will be the best arranged in the city for library and social center uses. The policy of the Building Committee, adopted when the plans for the Jefferson Branch building were revised, to construct branch buildings for both library and social center uses, not to interfere with real library work, has been fully carried out here and in the Portland Branch building.

Louisville long enjoyed the distinction of having the only Colored Public Library building in the country. It will at the completion of the new building enjoy the distinction of having two such buildings. Separate buildings for colored readers have proven to be so successful that the Library Board feels that a proper solution of this problem, so important in the south, has been achieved.

The different sections of the city are now well taken care of with the exception of Butchertown and South Louisville. Stations are to be placed in these centers, which may grow into branch libraries later.

Business Methods in the Library. The library as an educational institution and as part of the educational system of the city has been reorganized along business lines for more efficient service. The ideal of intellectual improvement and social betterment of the people has been in mind in all that has been done. The policy has been to meet the demand for books and to please the public as far as possible, and to maintain the high library standard. Business methods have been used to reach

the public and to increase registration and circulation. By the use of the daily press, multigraph circulars, printed lists and the like, this has been accomplished. There were 85 different lists, circulars and letters printed on the multigraph and duplicated to the amount of 21,855 copies. There were 6 publications issued through the printing offices and duplicated to the amount of 45,500 copies. Some of the more important publications were: "Some Books on Child Welfare" issued to be distributed at the Child Welfare Exhibit; "Gardens and Gardening" issued in connection with the Louisville Garden League; "Books for Boys and Girls" issued for distribution at the Kentucky Educational Association meeting; "Books and Magazine Articles on Oliver Hazard Perry and the Battle of Lake Erie" issued in connection with the Perry Centennial Celebration in Louisville and a series of six lists on "Books on Business." In addition to these the weekly list was issued throughout the year and many lists were prepared for classes, clubs and individuals.

An automobile arranged for regular use and for delivery purposes was purchased for the library in April. With this machine the branch libraries and stations are visited by the librarian frequently and daily deliveries are made if necessary. The policy of using the main library collection of books at the branches by use of the telephone has been made popular with this machine. Books telephoned for by the branches are delivered the same day if necessary or within twenty-four hours.

Electric fans have been installed in all public departments at the main library. The increase in attendance and circulation during the hot months has been marked owing to this improvement.

Duplicate Pay Collection. This collection at the main library continues to be a popular section of the Open Shelf Room. It contains 418 volumes, of which 252 volumes have been added during the year. The circulation was 8,279 volumes and the receipts were \$460.03. Some objections are made to a pay collection in a public library, but volumes placed in this collection are duplicated to the same number or greater number in the main library and branches.

Meetings in the Library. The auditoriums and class rooms of the libraries are open to all meetings which are non-political and non-sectarian, and which have literary tendencies. There were 232 meetings held last year at the main library and 505 at the branches making a total of 737 meetings.

Museum. The library has a fine museum collection which came to it through the Polytechnic Society. The number of visitors during the year was 25,765. This is an increase of 4,085 over last year.

Art Exhibits. There were four art exhibits held in the Art Rooms during the year. Three of these were given under the auspices of the Louisville Art Association and one by the Louisville Artists' League.

The splendid showing made this year is wonderful considering the disorganized staff at the time the librarian was appointed. It is gratifying and shows that the library is accomplishing its purpose. Not enough can be said of the spirit shown by the members of the staff in their hearty co-operation and their endeavors to meet the librarian in carrying out his policy that the library is for the people and the staff is employed to serve the people.

The librarian desires to express due appreciation for the pleasant relations with and the encouragement given by the Board of Trustees.

Respectfully submitted
George T. Settle
Librarian

B 2459.2.20

10

10

Tenth Annual Report

OF THE

BOARD OF TRUSTEES

OF THE

Louisville Free Public Library

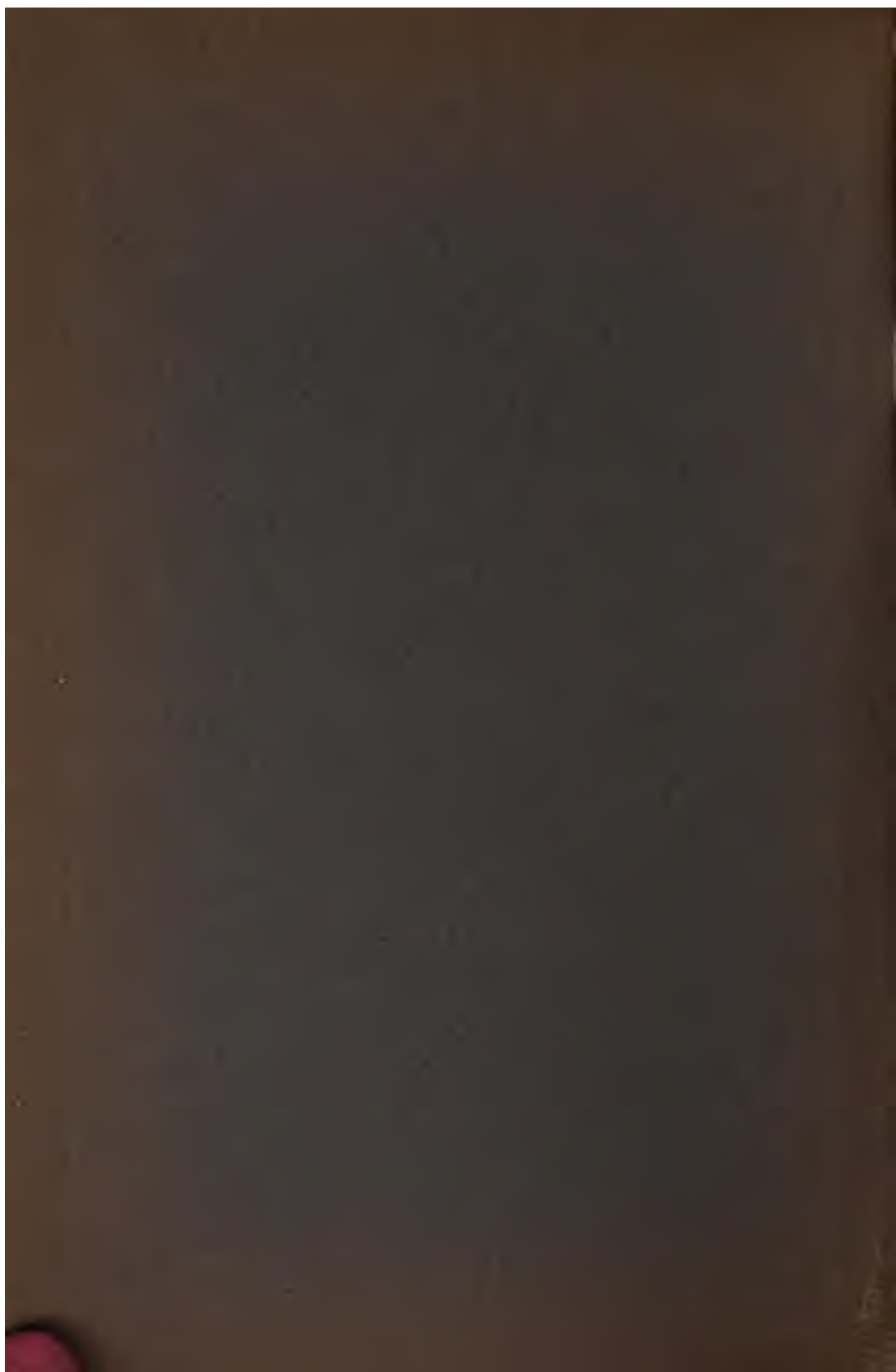
FOR THE

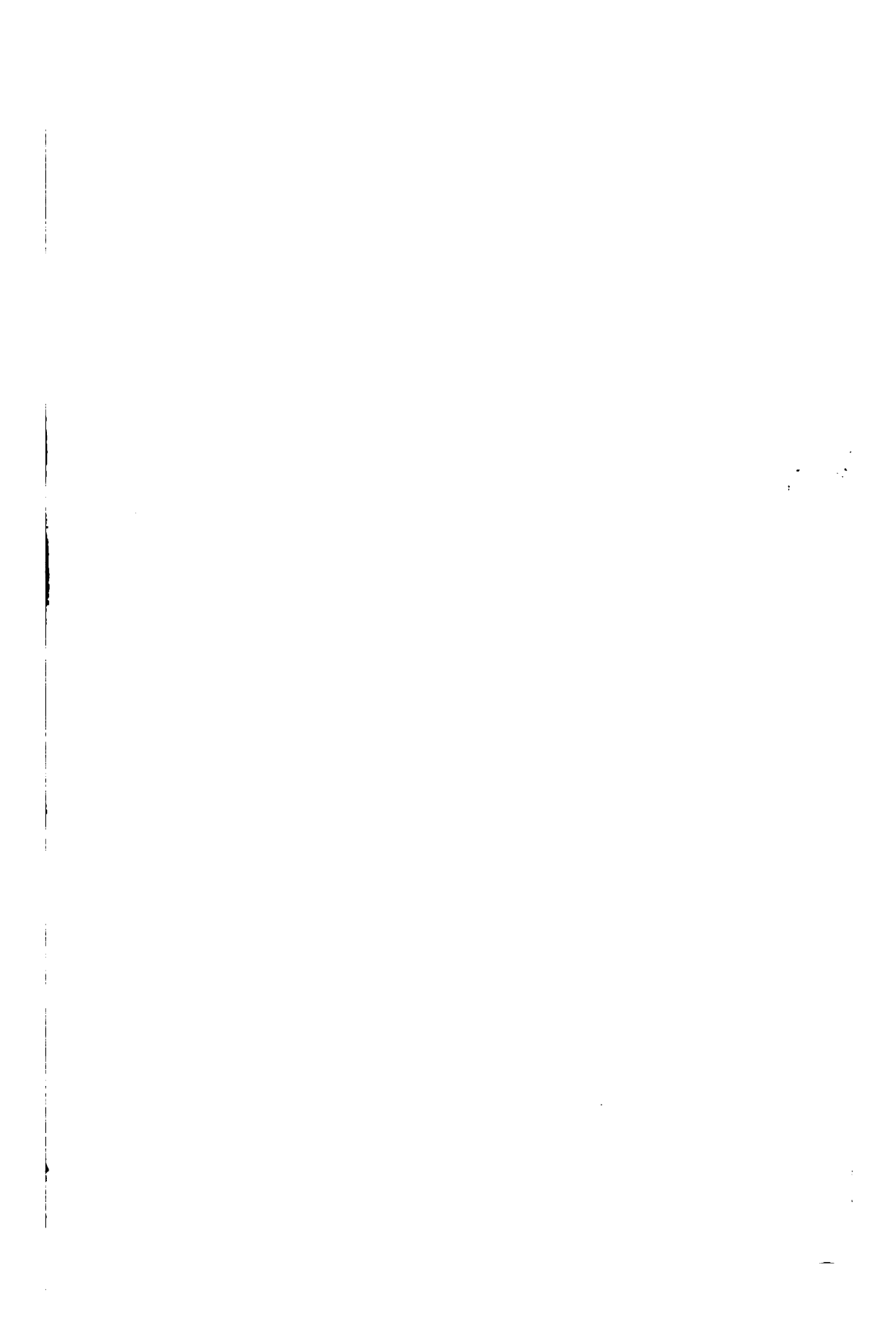
Year Ending August 31

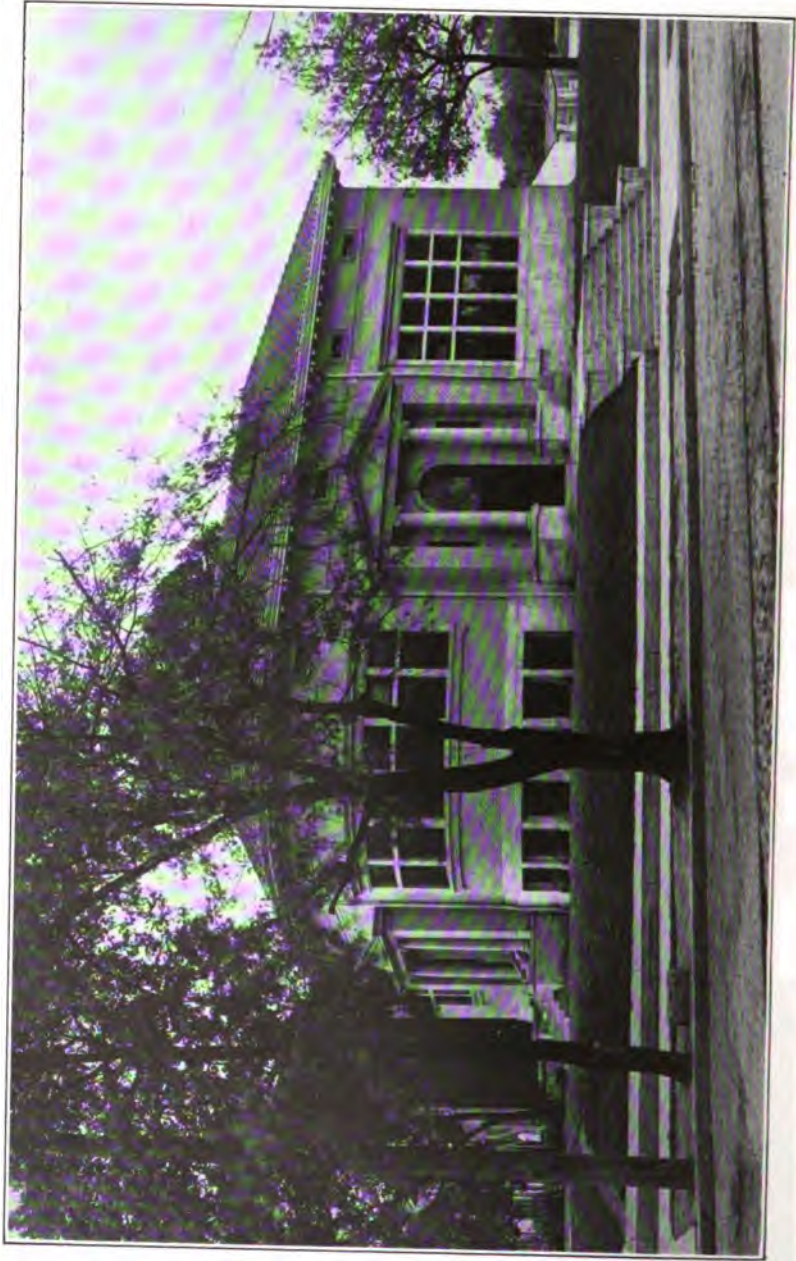
1914

Louisville, Kentucky

1914







PORTLAND BRANCH—LOUISVILLE FREE PUBLIC LIBRARY

Tenth Annual Report

OF THE

BOARD OF TRUSTEES

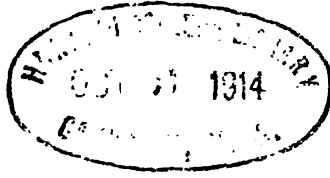
OF THE

Louisville Free Public Library

FOR THE

**Year Ending August 31
1914**

**Louisville, Kentucky
1914**



The Library

**WHEN YOU SEE A BOOK THINK OF THE
PUBLIC LIBRARY**

CONTENTS

Accessions.....	15
Advertising the library.....	21
Art exhibits.....	20
Auditor's report.....	8
Binding and mending.....	15
Board of Trustees.....	4
Book account and other expenditures.....	15
Book account—table.....	Appendix B
Branch libraries.....	20
Buildings.....	13
Catalog department.....	16
Children's circulation arranged by libraries.....	19
Children's department.....	19
Circulation.....	17
Circulation arranged by libraries.....	17
Circulation department.....	17
Committees.....	4
Cost of maintenance—table.....	Appendix A
Duplicate pay collection.....	18
Expenditure of Carnegie and other funds for libraries—table.....	Appendix D
Finances.....	13
Gifts.....	16
Illustrations.....	Frontispiece and pages 13 and 21
Items of interest.....	12
Librarian's report.....	12
Libraries—hours.....	5
Libraries—location.....	5
Library staff.....	6
Meetings in the libraries.....	20
Museum.....	20
Newspaper and Civics Room.....	19
Officers.....	4
Order and Accession department.....	15
Orders.....	15
President's letter of transmittal.....	7
Publications issued.....	21
Reference department.....	18
Registration.....	17
Repairs.....	13
Staff.....	13
Stations and Extension department.....	19
Summary for the year.....	12
Training class.....	14
Treasurer's report.....	9
Volumes cataloged.....	16
Volumes in the libraries—table.....	Appendix C

LOUISVILLE FREE PUBLIC LIBRARY

INCORPORATED

BOARD OF TRUSTEES

Ex-Officio, Term Expires November 1917
 John H. Buschemeyer, *Mayor of Louisville*

	Term Expires April 1915	
Edgar Y. Mullins	Edward L. Powell	George S. Whittingham
	Term Expires April 1916	
Charles R. Hemphill	Thomas A. Barker	Chester Mayer
	Term Expires April 1917	
W. H. Bartholomew	William Thalheimer	Joshua D. Powers
	Term Expires April 1918	
Bennett H. Young	Edward J. O'Brien	Hardin H. Herr

OFFICERS

PRESIDENT	John H. Buschemeyer
VICE-PRESIDENT	Bennett H. Young
SECRETARY	W. H. Bartholomew
ASSISTANT SECRETARY AND LIBRARIAN	George T. Settle
TREASURER	Louisville Trust Company

	Executive Committee	
Bennett H. Young	Edward J. O'Brien	Thomas A. Barker

	Building Committee	
Edward J. O'Brien	William Thalheimer	
Edgar Y. Mullins	George S. Whittingham	

	Finance Committee	
Thomas A. Barker	Chester Mayer	
Charles R. Hemphill	Hardin H. Herr	

	Library Committee	
Bennett H. Young	Joshua D. Powers	
W. H. Bartholomew	Edward L. Powell	

THE LIBRARIES

Location and Hours

MAIN LIBRARY

Fourth and Library Place
 Opened in temporary quarters 4 May 1905
 Carnegie building opened 24 July 1908
 Hours: 9 a. m. to 9:30 p. m. week days, 2 to 9:30 p. m.
 Sundays and Legal Holidays

HIGHLAND BRANCH

Highland Avenue and Cherokee Road
 Opened in temporary quarters 7 January 1905
 Carnegie building opened 8 February 1908
 Hours: 2 to 9 p. m. week days, 2 to 6 p. m. Sundays,
 2 to 9 p. m. Legal Holidays

PORTLAND BRANCH

Western Parkway, Portland Avenue and Thirty-third Street
 Opened in temporary quarters 18 December 1905
 Carnegie building opened 24 October 1913
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

CRESCENT HILL BRANCH

Frankfort and Birchwood Avenues
 Opened in Carnegie building 29 September 1908
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

PARKLAND BRANCH

Virginia Avenue and Twenty-eighth Street
 Opened in Carnegie building 15 October 1908
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

SHELBY PARK BRANCH

Hancock and Oak Streets
 Opened in Carnegie building 27 March 1911
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

JEFFERSON BRANCH

Jefferson Street between Seventeenth and Eighteenth
 Opened in Carnegie building 10 March 1913
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

WESTERN COLORED BRANCH

Tenth and Chestnut Streets
 Opened in temporary quarters 23 September 1905
 Carnegie building opened 29 October 1908
 Hours: 10 a. m. to 9 p. m. week days, 2 to 9 p. m.
 Sundays and Legal Holidays

EASTERN COLORED BRANCH

Hancock and Lampton Streets
 Opened in Carnegie building 23 January 1914
 Hours: 2 to 9 p. m. daily, including Sundays and Legal Holidays

The libraries are open on all legal holidays, except Christmas, for circulation of books, reading and reference and other library work; main library from 2 to 9:30 p. m. and the branches from 2 to 9 p. m. Sunday opening at all libraries is for reading and reference only and not for the circulation of books. The libraries are closed on Christmas day.

LIBRARY STAFF

GEORGE T. SETTLE, *Librarian*

Carolyn E. Adelberg, *Librarian's Secretary*

Bertha L. Guntermann, *Senior Assistant Order Department*

Clara L. Behrens Mary J. Burns Minnie Lunn
 Josie McCormack a) Mary R. Mullins

May Wood Wigginton, *Head Catalog Department*

Anna Coldewey Edna Grauman Mignon Key
 Marguerite Seeley Esther Spohn Maude Tracy
 Francis C. Montfort, *page*

Jennie M. Flexner, *Head Circulation Department*

Mary G. English Pearl Hinealey Marie E. Maloney
 a) Grace Tabb Mary A. Thomas Matilda B. Tyler
 Ella C. Warren Hall Warren
 Robert Beierlein, *page* Clarence B. Storey, *page*
 Charles Kaelin, *page*

Caroline Q. Fullerton, *Head Reference Department*

Cora M. Beatty Mary Brown Humphrey
 Alice F. Gilmore Esther Bakewell Williams
 Susan B. Shane, *Museum Attendant*
 Chester Reans, *page* Sterling Thompson, *page*

Bernice W. Bell, *Head Children's Department*

Laura M. Fay Maude M. Sehon
 Alex. Cohen, *page*

Jennie O. Cochran, *Head Stations and Extension Department*

Highland Branch	Mary B. Pratt, Librarian Elizabeth S. Woodson
Portland Branch	Ada K. Sievers, Librarian Anna Giles Greenaway
Crescent Hill Branch	Sallie T. Berryman, Librarian Ruth Theobald
Parkland Branch	Jessie M. Taylor, Librarian Geneva Netherton
Shelby Park Branch	Lorraine Norris, Librarian Sarah A. Dreher
Jefferson Branch	Minnie Dearing Miller, Librarian Alma G. St. Clair
	Colored Branches, Thos. F. Blue, Librarian
Western Colored	Elizabeth I. Finney Jane J. Simpson
Eastern Colored	Rachel D. Harris Lillie S. Edwards

a) On leave of absence and position temporarily filled by a substitute.

PRESIDENT'S LETTER OF TRANSMITTAL

Louisville, Ky., September 21, 1914.

TO THE GENERAL COUNCIL OF THE CITY OF LOUISVILLE

Gentlemen:

I am hereby transmitting for your consideration and information the annual report of the Louisville Free Public Library.

It is pleasing to learn and know that the community is taking advantage of these storehouses of knowledge and may the circulation of the libraries grow each year.

I desire to thank the members of the Board for their assistance and efforts.

Respectfully submitted

(Signed) JOHN H. BUSCHEMEYER

President

REPORT OF THE AUDITOR

Sept. 4, 1914.

Hon. John H. Buschemeyer, *Mayor*
City of Louisville,
Louisville, Ky.

Dear Sir:

Pursuant with your instructions, we have made a thorough and comprehensive audit of the books and affairs of the Louisville Free Public Library.

The receipts and disbursements of cash were thoroughly audited and found correct. The cash balance of \$397.22 agrees with the bank pass book, when considering the checks not presented to the bank for payment at September 1, 1914.

The audit proved satisfactory to us in every way and the books are in very good condition.

Respectfully submitted,
(Signed) Turner & Spencer

REPORT OF THE TREASURER

Louisville, Ky., Sept. 5, 1914.

Hon. John H. Buschemeyer, President Board of Trustees
Louisville Free Public Library

Dear Sir:

As Treasurer of the Louisville Free Public Library, we would respectfully report the following receipts and disbursements for the year ending August 31, 1914.

Receipts and disbursements of cash, September 1, 1913, to August 31, 1914.

Receipts:

City of Louisville,		
Taxes of 1902 assessment.....	\$	1 78
1903		7 77
1904		12 33
1905		7 78
1906		18 48
1907		41 28
1908		96 16
1909		135 21
1910		380 98
1911		598 98
1912		927 10
1913		5 794 78
1914		55 265 69
		<u>\$63 288 32</u>
Total rents collected.....		36,059 70
Fines collected at all libraries.....		2 046 88
Reserves collected at all libraries.....		11 43
Collected for lost books.....		547 68
Collected for light furnished.....		126 26
Salaries, refunds and errors returned.....		51 21
Expense and sundry receipts.....		85 21
Insurance.....		10
Bills payable.....		20 000 00
Andrew Carnegie for branches.....		16 834 44
Total receipts.....		<u>\$139 051 23</u>
Balance on hand, per last statement.....		3 712 41
		<u>\$142 763 64</u>

Brought Forward.....\$142 763 64

Disbursements:

Books.....	\$15 033 45	
Binding.....	744 15	
Rebinding.....	3 531 15	
	<u> </u>	\$19 308 75
Expenses.....		6 300 51
Salaries.....		43 508 56
Light, Heat, and Power.....		7 555 51
Repairs and improvements.....		5 854 98
Insurance.....		1 216 95
Interest on loans.....		15 770 82
Furniture and fixtures.....		1 533 82
	<u> </u>	\$101 049 90
Actual working disbursements.....		\$101 049 90
Bills payable.....	\$20 000 00	
Construction—Building:		
Jefferson Branch.....	1 762 01	
Portland Branch.....	5 430 20	
Eastern Colored Branch.....	14 124 31	
	<u> </u>	41 316 52
Total disbursements.....		<u>142 366 42</u>
Balance on hand August 31, 1914.....		\$397 22

Trial balance from the Treasurer's books September 1, 1914, shows the following assets and liabilities:

Cash balance.....	\$397 22	
City of Louisville taxes.....		\$63 288 32
Rents.....		36 059 70
Salaries.....	43 457 35	
Expense.....	4 156 99	
Light, heat, and power.....	7 429 25	
Interest.....	15 770 82	
Repairs and improvements.....	5 854 98	
Insurance.....	1 216 85	
Binding.....	4 275 30	
Books.....	164 418 40	
Reserve for depreciation.....		63 290 72
Real estate.....	535 455 52	
Buildings.....	683 284 52	
Furniture and fixtures.....	93 649 05	
Cabinets and contents.....	25 000 00	
Pictures.....	15 000 00	
Statuary.....	25 000 00	
Mutual Life Insurance Co. of New York.....		310 000 00
Capital Account:		
Fixed Investments.....		1 151 868 25
Working Capital.....	140 74	
	<u> </u>	
	\$1 624 506 99	\$1 624 506 99

We have drawn from Mr. Carnegie this year on account of branch libraries, as follows:

For the Eastern Colored Branch.....	\$13 834 44
For the Portland Branch.....	1 500 00
For the Jefferson Branch.....	1 500 00
Total.....	<u>\$16 834 44</u>

The branch libraries have now been completed and proper entries have been made closing all the building accounts into permanent shape.

We refer to and make a part of this report the report of Turner & Spencer, examiners appointed by your Honor, showing in detail all monies received and disbursed from September 1, 1913, to August 31, 1914, and mark it "Exhibit A." It shows all the assets and liabilities of the Louisville Free Public Library on September 1, 1914.

Respectfully submitted,

The Louisville Trust Company, Treasurer
Louisville Free Public Library
By (Signed) Angereau Gray
Treasurer.

REPORT OF THE LIBRARIAN

TO THE BOARD OF TRUSTEES OF THE LOUISVILLE FREE PUBLIC LIBRARY

Gentlemen: I have the honor to submit the tenth annual report of the work of the Louisville Free Public Library for the fiscal year ending August 31, 1914.

The library system consists of the main library, eight branches, 213 class room collections in 35 school buildings and 54 deposit stations, a total of 276 centers for the circulation of books. The total circulation of books for home use through these centers was 945,966 volumes. This was an increase of 169,312 volumes over last fiscal year. This statement of circulation does not include the thousands of volumes which were taken from the shelves and read at the reading tables in the libraries.

The reference work shows that 36,621 questions were asked and topics looked up at the main library and branches. This is an increase of 3,038 over last fiscal year.

The chief items of interest for the year were the completion of the new Portland and Eastern Colored Branch buildings, the opening of the Eastern Colored Branch Library and the Newspaper and Civics Room, the extension of library privileges, the change of closing hour at Main from 10 p. m. to 9:30 p. m., the opening of the libraries for the circulation of books on all legal holidays, except Christmas, from 2:00 to 9:30 p. m. at Main and 2:00 to 9:00 p. m. at the branches, the adoption of a new system of issuing voucher and checks for paying monthly bills, and a new graded system of salaries for library assistants, and the visit of the Indiana Library Commission Summer School.

Summary for the Year

Books accessioned	16,749
Books discarded, etc	10,071
Total books in the libraries	169,892
Books cataloged	25,325
Number of catalog cards made	28,262
Total number of catalog cards made	314,440
Borrowers registered	10,107
Total borrowers registered	50,090
Books circulated	945,966
Reference topics looked up	36,621



JEFFERSON BRANCH - LOUISVILLE FREE PUBLIC LIBRARY